

TRANSLINK BOARD-IN-BRIEF— October 29, 2003

Here are the main points from the October 29th meeting of the TransLink Board of Directors, featuring the specific actions taken by the Board on the agenda items. The complete agenda and supporting reports for every Board meeting are posted on TransLink's web site (www.translink.bc.ca). The Board-in-Brief is also available on the web site.

Note: Board-in-Brief is not the official minutes of the TransLink Board meeting and should not be interpreted as such. The minutes for this meeting will be adopted at the next TransLink Board meeting.

Item 4.1—AirCare Program Net Revenue

The Board:

- Extended the initial newest vehicle exemption from two model years to three model years;
- Established a test fee schedule of the following:
 - \$47.00 test fee for 1992 and newer vehicles – tested biennially;
 - \$23.00 test fee for 1991 and older vehicles – tested annually;
 - \$23.00 test fee for all re-inspections effective January 1, 2004
- Will request the Province take the necessary steps to amend the Motor Vehicle Act Regulations accordingly

The extra year's exemption for new vehicles and the \$1 reduction in test fees are intended to eliminate the surplus and ensure that the AirCare program generates only enough in revenue to offset its costs.

Item 4.2—Trolley Bus Replacement Project – Contract Award

The Board

- Approved the award of Contract 0001-08, procurement of Low Floor Electric Trolley Buses to New Flyer Industries Ltd. and authorized the CEO or designate to enter into the contract substantially in accordance with the key business terms outlined in this report;
- Authorized a budget increase of \$17 million to Project 0001-08 Trolley Bus Replacement for a revised project budget of \$272.9 million, based on an exchange rate of 1.56 Canadian dollars per Euro; and
- Authorized the purchase of approximately \$70 million Euros at contract signing by securing forward rates based on estimated progress payments and add any

increase in project cost resulting from changes in the exchange rate to the project budget

The replacement of the existing fleet of 244 trolley buses was approved by the Board in June 2000. In December 2002, the Board received an update on the project status and received an overview of the procurement model. During the evaluation and negotiation of the RFPs in the summer of 2003, the evaluation committee held several meetings to review, discuss, evaluate and score each proposal. Based on the evaluation grading criteria endorsed by the technical and steering committees, New Flyer consistently scored equivalent or higher than Neoplan against all evaluation criteria including: Financial stability, risk and cost; Product acceptability; schedule credibility.

A detailed review of the fleet replacement requirements and commercial and technical requirements was done to identify opportunities for reducing costs. The result of this review was that fleet requirements were reduced by 17 standard trolley buses to 188 standard and 40 articulating trolley buses. If however, RAV is not implemented, an additional 20 standard trolley buses will be required.

Item 4.3—Fraser River Crossing Request for Qualifications and Recommended Business Model:

The Board approved staff to enter into the procurement phase of the Fraser River Crossing project and directed staff to issue a Request for Qualifications based upon a business model in which:

- TransLink creates a Special Purpose Entity (new subsidiary) responsible for obtaining the necessary financing for the Fraser River Crossing project that is non-recourse to TransLink;
- The special Purpose Entity contracts with a Design, Build and Operate consortium that will be responsible for the delivery of the Fraser River Crossing; and
- The revenues are collected using the tolling principles outlined the report *Fraser River Crossing Request for Qualifications and Recommended Business Model*, dated October 13, 2003.

Item 4.4—Community Shuttle Strategy

- The Board authorized staff to negotiate an agreement with Coast Mountain Bus Company Ltd. (CMBC) for the provision (through individual contracts for each service area) of new Community Shuttle Services to be implemented during the period January 1, 2004 to December 31, 2006 as set out in this report, provided CMBC agrees to provide such services in a manner that meets or exceeds financial and service parameters set by TransLink.

The above agreement, if concluded with the Coast Mountain Bus Company, would allow CMBC the first right of refusal on all future Community Shuttle contracts.

At present, three Community Shuttle services are operated by CMBC (White Rock/South Surrey, Northeast Sector and Burnaby Heights) while another three are operated by the private sector (Bowen Island, Langley and New Westminster).

Item 4.5—Award of Bowen Island Community Shuttle Service Contract

The Board:

- Approved the selection of Bowen Island Community Transit Ltd. As the preferred service provider for the Bowen Island Community Shuttle Service effective January 1, 2004;
- Directed staff to finalize the Operating Agreement with Bowen Island Community Transit Ltd. For the delivery of Community Shuttle Service in Bowen Island for the period January 1, 2004 to December 31, 2006.

Bowen Island Community Transit Ltd. has operated the service successfully for the last four years and was the only proposal submitted.

Item 4.6—Intelligent Transportation Systems (ITS) - #98 B-Line Bus Rapid Transit Evaluation Study

The Board:

- Received the report entitled *98 B-Line Bus Rapid Transit Evaluation Study* for information
- Directed staff to report back on the potential upgrading of existing B-Line routes using ITS technology and transit priority measures.

The report indicates that the application of ITS technology has contributed to making the #98 B-Line one of the most successful Bus Rapid Transit systems in North America. The use of traffic control and information processing technologies has reduced travel time, and improved trip reliability and customer satisfaction.

Item 4.7—TransLink Environmental Management System

The Board approved the Environmental Policy and Environmental Management Systems (EMS)

An EMS is a structured framework to guide informed decision making for the effective management of environmental risks. According to Lawson Lundell, our environmental legal council, the EMS is an important part of TransLink's due diligence process for managing those risks.

Item 4.8—Future Directions for U-Pass, Employer Pass & Community Pass Programs

The Board

- Received the report dated October 17, 2003, titled *Future Directions for U-Pass, Employer Pass and Community Pass Programs*;
- Subject to resources to be obtained through the proposed new Three Year Transportation and Financial Plan and a successful review of the current U-Pass program at the University of BC and Simon Fraser university, directed staff to:
 - Work with the other publicly funded post secondary schools under the current FasTrax Program to expand the U-Pass Program to all schools by 2007;
 - Work with major employers to launch a pilot Employer Pass Program for employees and their families, employing similar principles to the U-Pass Program; and
 - Work with UBC and SFU to launch a pilot Community Pass Program, employing similar principles to the U-Pass Program.
- Directed staff to bring back to the Board for their approval the details of agreements for launching an expanded U-Pass Program and pilot Employer and Community Pass Programs

The implementation of the SFU and UBC U-Pass programs has been successful and shown the benefits of multi-party partnerships. Staff has suggested using the U-Pass Program as a model to expand the program to other publicly funded post-secondary schools and by modifying or launching pilot projects for the Employer Pass Program.

Item 4.9—Banking Services Contracts

The Board

- Approved the selection of Scotiabank as the provider for core banking and coin processing services for TransLink and its subsidiaries for the five years 2004 – 2008; and
- Approved the selection of Moneris as the provider for debit and credit card services for the five years 2004 to 2008, subject to satisfactory testing of "PinPads" for the West Coast Express

Note: Debit and Credit card services were not included in the last bank tender in 1997.

Item 4.10 —Board and Committee Remuneration

The Board replaced the existing “Resolution to Adopt Guidelines for Payment and Remuneration and Expenses of Directors and Advisory Committee Members of Greater Vancouver Transportation Authority” with the new “Resolution to Adopt Guidelines for Payment of Remuneration and Expenses of Directors and Advisory Committee Members

of Greater Vancouver Transportation Authority” set in Appendix “3” of this report, effective January 1, 2004.

The remuneration policy was updated to maintain consistency between the GVTA Board remuneration policy and the GVRD Board Remuneration policy. However, the board noted that the updated guidelines are not retroactive and are not in effect until January 1, 2004.

Item 4.11 —2003 Capital Program Projects – Specified Project Approval

The Board provided specific project approval for the following capital projects:

- Custom Transit Vehicle Expansion 2004: Budget: \$820,000
 - Pattullo Bridge Rehabilitation Program Phases 1 & 2: Budget: \$10,700,000
 - Intelligent Transportation System Program – Studies; with delegation of approvals for ITS studies not exceeding \$200,000 to the CEO or designate
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- (i) Custom Transit Vehicle Expansion – Involves the procurement of 8 custom transit vehicles to expand the HandiDART fleet to meet demand
 - (ii) Pattullo Bridge Rehabilitation Program – improvements to the main spans of the 65 year-old Pattullo Bridge and other necessary repairs
 - (iii) Intelligent Transportation System Program –studies involving the application of information technologies to improve the operation, safety and air quality of the transportation network

Information Reports

The Board received the following reports for information only.

Item 4.12—January – August Transit Ridership

Total transit ridership increased by close to 12% in the first eight months of 2003 (Jan – Aug) compared to the same period a year earlier, and was 7.6% over budget. While some of the increase can be attributed to new customers using Millennium and Expo SkyTrain lines and enhanced bus services connecting with SkyTrain, other bus service improvements introduced in 2002 and more customers using monthly passes have also contributed to the ridership growth. With the introduction of U-Pass, TransLink projects annual ridership in 2003 to reach 140 million compared to a forecast of 135 million.

Item 4.13—Lake City Way Station – Update

The planned opening date of the new Millennium Line station is set for November 21, 2003. A community event marking the opening of the new station is planned from 4 p.m. – 6 p.m. on this day. It is expected that the opening of this station will facilitate more intensive development in the adjacent Lake City Business Park supporting land use plans in Burnaby.

Item 4.14—American Public Transportation Association (APTA) – Intermodal Operations Planning Workshop 2004

The 2004 APTA Intermodal Operations Planning Workshop will be held in Vancouver from August 9 – 11, 2004. Past workshops have seen attendance of 130 to 150 delegates. The workshop will provide an exciting opportunity to showcase some of TransLink's successful transit projects to planning professionals throughout North America.

Item 4.15—Summary Notes of the October 7, 2003 Urban Transportation Forum

The third Urban Transportation hosted by TransLink was well received by the participants and generated a significant amount of feedback (provided in the summary notes of this report).

Other Business: None

The next GVTA Board meeting will be Friday, November 21 2004, 10 a.m. at Surrey City Hall, 14245 – 56th Avenue.