

From: Patricia
To: [Maegan Bosak](mailto:Maegan.Bosak)
Subject: RE: Downtown van pilot
Date: Friday, June 16, 2017 11:13:52 AM

Maegan, I will try to provide answers, I was hoping you and I could meet with Mark, because he has some of the answers. Mark told me that the Administrator has discretionary Economic Development funds that he felt could be used for something like this. I suspect we would need **\$5000**. I am still getting quotes on what existing transit people would require to run this. We should have more exact numbers by the 27th. But if we wait until we have solid numbers to put it on the Agenda, we will not be able to be running in time to provide the valuable service, and information I believe this will deliver. It is slightly chicken and egg material, because it is hard for businesses to sign on financially until they know what they are getting. I have had really strong interest in advertising on the shuttle from downtown merchants.

2. This is a pilot project for determining usefulness. The hours would vary, we would initially try to follow the cruise ship hours, starting 1 hour after any ship with more than 500 passengers reaches port, and ending 1 to 1 ½ hours prior to their leave-taking. **An average of 6 hours/day 5 days**, but this would be adjusted probably downward depending on ridership.

3. Mark thought that the Visitors' Bureau would make sense, and they would be able to do so IF the Administrator tasked them with operating and overseeing the project. The other option is the Revitalize Sitka group which is under the non-profit Alaska Association of Historic Preservation. **That organization will then ensure that insurance is in place and monitor other details.**

4. The point of the City using economic development money for this project is to allow the City to be hands-off on these details and NOT be awarding this money to the provider of the service, so the City does not have to decide between various providers, which would require that RFP. Chris asked, or was asked to provide, the Assembly a proposal for CPET funds to run the shuttle. That was in direct competition with other transit providers. **We are looking at a one-time pilot project that would monitor on-off patterns to determine whether this shuttle benefits visitors, downtown businesses, and the City. If it shows positive results, we have plans for a more extensive program in the future that would hopefully receive CPET funds in addition to other funding. That proposal would be brought before the Assembly asking for an RFP.**

Thanks very much, I hope this answers your questions adequately. Pat

From: Maegan Bosak [mailto:maegan.bosak@cityofsitka.org]
Sent: Thursday, June 15, 2017 1:47 PM
To: Patricia <islandpainter@hotmail.com>
Subject: Downtown van pilot

Hi Pat,

Reading through the materials you dropped off to the Clerk's Office, I have a few questions:

1. How much money are you asking for?
2. What are the hours that the shuttle would be running?
3. What agency would be overseeing this? Specifically in regards to employees, insurance, etc.
4. An earlier proposal was submitted to the Assembly for a similar service and turned down. The Assembly's reasoning was that a fair RFP process needed to happen prior to next season, so that all interested parties would have the opportunity to bid. What makes this proposal different?

These are all questions that Assembly members may ask, so I hope to answer them prior to the meeting.

I'll let you know if I think of any more.

Thanks,

Maezan Borak

Community Affairs Director

City and Borough of Sitka

907.747.1824