



**SALEM AREA MASS TRANSIT DISTRICT  
TECHNICAL ADVISORY COMMITTEE  
VIRTUAL MEETING AGENDA**

Tuesday, July 7, 2020

2:00 – 3:00 PM

Google Meet I.D: [meet.google.com/mtu-zkib-sxg](https://meet.google.com/mtu-zkib-sxg)

Google Meet Phone No: [1+ 573-349-0271](tel:15733490271)

PIN: 821 235 157#

NOTE: Due to COVID-19 guidelines this meeting will take place electronically. There will not be public forum. The public is encouraged to submit its testimony to [Jolene.white@cherriots.org](mailto:Jolene.white@cherriots.org) by 5pm on July 6, 2020 or contact Jolene White at (503) 361-7521 for instructions to testify on one of the agenda items below. Testimony will be provided to the Technical Advisory Committee in advance of the meeting.

**A. CALL TO ORDER, WELCOME, AND INTRODUCTIONS**

1. "Safety Moment" Thought for the Day

**B. PUBLIC COMMENTS**

*See above for public comment procedures*

**C. SCHEDULE REVIEW**

**D. REVIEW SECTIONS OF THE COORDINATED PLAN**

**E. REVIEW PURPOSE & INTENT OF 5310(FTA) PROGRAM**

**F. PRESENTATIONS AND QUESTION/ANSWER PERIOD**

1. Salem Area Mass Transit District: Cherriots Shop and Ride Purchased Service (\$104,731.00)
2. Salem Area Mass Transit District: Mobility Management Call Center (\$128,000)
3. Salem Area Mass Transit District: Cherriots Shop and Ride Preventative Maintenance (\$12,000)

**G. REVIEW AND RANK APPLICATIONS****H. MAKE RECOMMENDATION TO STF ADVISORY COMMITTEE****I. ADJOURN****MEETING PROCEDURES****PUBLIC COMMENT**

This is the time designated on every agenda for questions or statements by persons in the audience on any item of Advisory Committee business, including those items appearing on the agenda which are subject to public hearing. Individual citizens will be invited to come forward in a manner similar to that prescribed for public hearings and make any statement they wish, being limited to **three (3) minutes**. Any member of any agency wishing to make statements at this time should submit the information to the Transit District staff as per the deadline below. At the designated meeting, the Chair will read aloud the submitted public comment.

**TO GET ITEMS ON THE AGENDA**

Persons wishing to place items on the Technical Advisory Committee agenda should contact Jolene White at 503-588-2424 in advance of the Committee meeting at which the interested party would wish to present materials.

**SPECIAL ACCOMMODATIONS**

In order to ensure the broadest range of services to individuals with disabilities, we may need lead time to make the necessary arrangements. Persons requiring a sign language interpreter, assistive listening device, large print material, or other accommodations, please call or contact us at least two working days (48 hours) in advance at 503-588-2424.

- Text alerts on additional transit services (in the past, riders on the West Salem Connector could receive a text or automated phone call to tell them when the bus is five minutes away from their stop.)
- Expand on web-based ride reservation system pilot project that was tested with Willamette Valley Community Health and/or the West Salem Connector web-based booking system

## **4.8 Capital and funding needs**

- Bus and equipment replacements
- Provide high quality buses that meet a range of physical needs
- Service additions and enhancements
- Fare subsidies

# **Chapter 5: Priorities and strategies**

This chapter presents an overview of strategic initiatives, technologies, opportunities for coordination and other methods to improve transportation services for seniors and people with disabilities within Marion and Polk counties. The strategies were generated from the four stakeholder meetings, the 2009 and 2016 Coordinated Plans, current transit research, and a review of Coordinated Transportation Plans from peer agencies.

## **5.1 Priorities**

The 2009 Coordinated Plan identified a set of priorities used to weight the selection of transportation strategies and funding decisions. The five priorities were, in descending order of importance:

1. Maintain current public transportation service in rural and Marion and Polk counties.
2. Maintain current Monday through Friday service in the urban area.
3. Add additional hours (earlier in the morning and later in the evening) to the current transportation service in rural Marion and Polk counties.
4. Maintain current shopper shuttles in the urban area.
5. Provide medical transportation for non-Medicaid people in rural Marion and Polk counties.

---

During the stakeholder workshops, participants were asked to comment on a set of priorities based partially on the previous list, along with additional priorities. When presented to project stakeholders during the four workshops, there was general agreement that the following seven priorities should be included as part of the updated Coordinated Plan. These priorities should guide the decisions made by Cherriots to implement the plan including how to evaluate funding applications.

- Maintain/improve/expand existing services, increase capacity/hours, improve service quality, and avoid service reductions, in both urban and rural areas.
- Provide for adequate capital replacements and maintenance of vehicles and other fundamental requirements to provide service.
- Consider providing non-emergency medical transportation for non-Medicaid people in rural Marion and Polk counties
- Consider cost-effectiveness in making funding decisions (such as \$ per ride, % match), but balance that with the need to provide accessibility throughout Marion and Polk counties.
- Develop policies that identify a target for distribution of funds on strategic and equitable bases to address the needs of the region's seniors and people with disabilities.
- Implement new and innovative initiatives related to technology and collaborative partnerships to improve service to underserved communities and people.
- Enhance rider experience and sense of dignity by being sensitive and attentive to the varied needs of people and by emphasizing a customer service model.

In the previous plan, three of five identified priorities sought to maintain the existing (2009) level of transit service provided by Cherriots, and all five priorities specifically concerned an aspect of transit service levels. The new list of priorities combines the previous five priorities into two items. Because of the multifaceted and complex nature of providing transit service for seniors and people with disabilities, the updated set of priorities takes a comprehensive approach in expressing that reality. Striving for equitable investment and funding decisions while maintaining a cost-effective operation will allow Cherriots to provide greater amounts of transit service to those in need, and setting a priority that demands an exploration of innovative ideas and technologies will allow Cherriots to keep up with the growth in the senior and disabled populations.

---

## 5.2 Strategies

The strategies presented and discussed in this chapter are intended to address or mitigate transportation needs for seniors and people with disabilities as identified in the needs assessment. This is an important element of the Coordinated Transportation Plan in that it responds to federal planning requirements; in addition, it provides an opportunity to document regional service priorities as well as to identify lead entities responsible to implement them.

## 5.3 Transportation service strategies

- Sustain current service levels.
- As funding allows, implement the “A Better Cherriots” plan (addition of weekend, holiday, extended evening service, and more) using State Transportation Improvement Fund (STIF) dollars beginning in September 2019.
- Develop service area guidelines<sup>2</sup> for Cherriots and use the guidelines to address gaps in public transit services.
- Identify areas with the greatest need for additional or enhanced transit services.
  - Add weekend service on Cherriots Local, Cherriots Regional, and Cherriots LIFT.
  - Extend evening hours on Cherriots Local and Cherriots Regional during the weekdays.
  - Improve frequencies where service is too infrequent.
- Increase capacity of existing volunteer programs by increasing the fleet of accessible vehicles for community-based services.
- Review services such as the former West Salem Connector and identify additional locations in the two-county area this service could be replicated.
- Explore options for circulator, feeder route, and flexible route dial-a-ride services.

---

<sup>2</sup> Service area guidelines are a tool for assessing the level of service currently provided and identifying unmet needs or gaps. While each recommended guideline may not be achieved, it should remain a target for ongoing improvement. The public and policy-makers should not view these guidelines as guaranteed levels of service but rather as ways to measure progress toward an ideal continuum of transportation service.

- 
- Improve regional connections between modes and service providers.
  - Where allowable, explore partnerships with Transportation Network Companies (TNCs) such as Uber or Lyft to provide first-mile/last-mile transportation for customers that can utilize fixed-route transit for part of their trip.
  - Explore opportunities to expand Drive Less Connect or develop a new platform for ride-matching for seniors and people with disabilities.

## 5.4 Infrastructure strategies

- Review existing pedestrian plans in Marion and Polk counties for opportunities and funding sources to improve sidewalk and pedestrian infrastructure.
- Prioritize bus stop locations needing improvements.
- Coordinate with local jurisdictions to identify opportunities to improve stop accessibility during roadway construction, or development projects.
- Advocate for age and disability-friendly streets and roads.
- Develop strategies (e.g incentives, mutual planning requirements) to influence the siting of facilities that provide services to seniors and/or people with disabilities.
- Create a safer transit environment by following the principles of Crime Prevention Through Environmental Design (CPTED) on new or upgraded transit facilities.

## 5.5 Coordination and organizational strategies

- Develop a calendar for staff to periodically review the Coordinated Plan and to bring an assessment to the STFAC to evaluate progress and make updates as needed.
- Coordinate with medical facilities, seniors and/or people with disabilities transportation consumers, and their representatives to optimize trip scheduling.
- Coordinate with public and private sector organizations to identify opportunities for joint scheduling or sharing of vehicles (the Dallas and Monmouth senior centers are an existing example).
- Expand awareness of home delivery services (e.g. grocery shopping, library services) to people who stay at home to assist with “aging in place” and providing independence for people with disabilities (review the existing Age in Place program in Woodburn as a successful example).



- 
- Monitor Oregon Health Plan funded non-emergency medical transportation for coordination opportunities.
  - Review the Legacy Silverton Medical Center program (CareVan) for trips to/from the hospital for opportunities to coordinate trips for passengers along route.

## **5.6 Marketing, customer service, and outreach strategies**

- Develop and distribute information promoting travel options, counseling services, and provide web and application-based information systems.
- Increase communication and marketing efforts to make members of the public and policymakers aware of transportation options.
- Encourage seniors and people with disabilities to use online trip planning tools.
- Explore a fare assistance program for people whose primary barrier to using public transit is financially based.
- Provide more driver training to ensure a positive, consistent customer experience by incorporating feedback from well-regarded drivers.
- Expand travel training programs that cover topics such as how to use the Dial-A-Ride system, make transfers between transit systems and destinations, and use online tools and applications.
- Enhance and develop travel training materials such as videos, educational brochures, and provide on-location presentation by travel trainers.
- Conduct outreach to increase the number and geographic area of volunteer drivers.
- Survey riders for feedback to improve drop-off and pick-up locations.

## **5.7 Technology strategies**

- Develop and test new technology to improve service efficiencies.
- Develop or purchase open source software to enable multiple operators to connect with a single clearinghouse for trip planning and scheduling.
- Work toward providing real-time information for scheduled rides and same-day or on-demand scheduling.
- Develop a centralized information system that can be accessed by people needing information on applicable transportation resources.

---

## 5.8 Capital and funding strategies

- Advocate for increased funding and seek out new and innovative funding opportunities.
- Review bus inventory against route/passenger needs.
- Advocate for adequate capital replacements.
- Continue to develop and implement vehicle maintenance schedules.
- Review funding application process and application materials on a biennial basis.

## Chapter 6: Unmet needs/strategies and next steps

This chapter maps the relationship between the unmet needs described in Chapter 5 with the strategic initiatives, technologies, opportunities for coordination, and other methods to improve transportation services for seniors and people with disabilities within Marion and Polk counties described in Chapter 6. This chapter concludes with a set of next steps that will help guide implementation of the Coordinated Plan.

**Table 13**, below, summarizes the unmet transportation needs in the left column, and suggests a corresponding service strategy in the right column. The list of strategies should be viewed as a “catalogue” of service alternatives and do not necessarily represent programs that have existing funding sources which may be available to initiate or jump-start the strategy. Over time, Cherriots and the STFAC should continually refine and update the list of preferred strategies with the goal of prioritizing those most feasible to pursue, and those that would best address identified unmet needs.



**Purpose of the Section 5310 Program (excerpt from Section 5310 circular)**

The goal of the Section 5310 program is to improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options available. Toward this goal, FTA provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas: large urbanized, small urbanized, and rural. The program requires coordination with other federally assisted programs and services in order to make the most efficient use of federal resources.

**Traditional Section 5310 Projects**

(1) Gaps in Service Filled. Provision of transportation options that would not otherwise be available for seniors and individuals with disabilities measured in numbers of seniors and people with disabilities afforded mobility they would not have without program support as a result of traditional Section 5310 projects implemented in the current reporting year.

(2) Ridership. Actual or estimated number of rides (as measured by one-way trips) provided annually for individuals with disabilities and seniors on Section 5310–supported vehicles and services as a result of traditional Section 5310 projects implemented in the current reporting year.

**Other Section 5310 Projects**

(1) Increases or enhancements related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

(2) Additions or changes to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

(3) Actual or estimated number of rides (as measured by one-way trips) provided for seniors and individuals with disabilities as a result of other Section 5310 projects implemented in the current reporting year.

**4. RECIPIENT ROLE IN PROGRAM ADMINISTRATION.**

The recipient's responsibilities include the following:

j. Certify that all projects are included in a locally developed, coordinated public transit-human service transportation plan developed and approved through a process that included participation by seniors; individuals with disabilities; representatives of public, private, and nonprofit transportation and human service providers; and other members of the public;

#### 18. ALLOWABLE COSTS.

Transit marketing and promotion are allowable project costs under these provisions, since transit ridership is the ultimate purpose of the federal grant.

Excerpt from SAMTD Section 5310 Program Management Plan

**Table 1. Salem-Keizer Transit Board of Directors' Guiding Principles**

STRATEGIC TOPIC	OVERVIEW
Service Levels	<ul style="list-style-type: none"> <li>• Grow the service level significantly, but on a measured and reasonable basis</li> <li>• Coordinate growth with local jurisdictions' land use and transportation plans</li> </ul>
Productivity and coverage	<ul style="list-style-type: none"> <li>• Provide service in all areas where there is sufficient demand</li> <li>• Dedicate new resources, 75% to improve productivity of service (ridership), 25% to coverage of low-density areas</li> </ul>
Funding Options	<ul style="list-style-type: none"> <li>• Seek to diversify transit's funding base</li> <li>• Work with partners to leverage and coordinate transit funding</li> </ul>
Land Use / Transportation Infrastructure	<ul style="list-style-type: none"> <li>• Focus service improvements in areas that support transit friendly development</li> <li>• Promote the importance of the interconnections of land use and transit planning</li> </ul>
Efficiency	<ul style="list-style-type: none"> <li>• Make efficiency a key organizational value</li> <li>• Identify internal efforts to manage costs and promote innovative solutions</li> </ul>
Fare Policies	<ul style="list-style-type: none"> <li>• Review fares every two years, and link them to an expected rate of farebox return</li> <li>• Keep fare increases as small as possible, linked to an inflationary index</li> <li>• Maintain deep discounted bus passes</li> </ul>
Regional Development	<ul style="list-style-type: none"> <li>• Take a leadership role in facilitating development of regional public transit services</li> <li>• Seek opportunities to expand services cooperatively to outlying areas</li> <li>• Support and encourage local jurisdictions in developing transit services</li> </ul>
Technology	<ul style="list-style-type: none"> <li>• Distinguish between organization technologies and enhancement technologies, and establish appropriate priorities</li> <li>• Develop a budgeted technology fund</li> </ul>

**Table 2. List of Potential Projects or Service Improvements Intended to Mitigate the Gaps or Unmet Needs of Seniors and Individuals with Disabilities in the Salem/Keizer UZA**

<b>Unmet Transportation Need</b>	<b>Strategy</b>
Seniors need an inexpensive way to get groceries	Maintain current RED Line shopper shuttles
Lack of sidewalk infrastructure and challenging geography limit mobility of seniors and individuals with disabilities	Maintain current RED line dial-a-ride service
Access to and availability of information, education, and outreach about the range of transportation providers and services	Produce a coordinated marketing plan to identify the key regional transit markets and develop strategies to reach them
Training of social service agencies and hospitals about local transportation options	Mobility management coordination between SKT and organizations serving seniors and individuals with disabilities
Maintain and enhance service connectivity among local operators	Develop and implement connectivity improvements, such as shared marketing, information sharing, signage, coordinated transfers, etc.
Old worn-out vehicles should be replaced	Replace vehicles that have reached the end of their reasonable service life
Increase non-urgent medical transportation options	Work with hospitals to determine mobility management needs to serve seniors and individuals with disabilities who currently identify transportation as a barrier to getting to their appointments





**2021** SECTION 5310 (FTA) GRANT  
*APPLICATION*

*FOR PROJECTS LOCATED WITHIN THE SALEM-KEIZER URBAN GROWTH BOUNDARY*

*JULY 2020*

## INTRODUCTION

- Read the *2021 Section 5310(FTA) Grant Application Instructions* prior to completing this application.
- Each project submitted for funding consideration must have its own application.
- Selection criteria are detailed in the *Application Instructions*.
- This form must be filled out using the Adobe .pdf form. Paper applications will NOT be accepted.
- Signature pages should be scanned and attached as separate pages to each application.

### Submittal Checklist

#### ***Make sure***

- ✓ Application is complete, signed, and dated

#### ***Submit***

- ✓ Proof of agency status (template included in application packet)
- ✓ Maintenance Plan (if submitting an application for preventive maintenance)

### A. ORGANIZATION INFORMATION

**Name of Organization:** Salem Area Mass Transit District

**Contact Person:** Wendy Feth

**Address:** 555 Court Street NE

**Telephone:** (503) 361-7185

**Email:** wendy.feth@cherriots.org



**Type of organization (check one)**

Private non-profit	<input type="checkbox"/>
State, county, tribal, or local government agency	<input checked="" type="checkbox"/>

**Area of service (check one)**

Inside the Salem-Keizer Urban Growth Boundary (UGB)	<input checked="" type="checkbox"/>
Outside the Salem-Keizer UGB	<input type="checkbox"/>
Both inside and outside the Salem-Keizer UGB	<input type="checkbox"/>

**Organization days and hours of operation**

Day	Hours
Sunday	
Monday	Monday: 5:00 am - 11:30 pm
Tuesday	Tuesday: 5:00 am - 11:30 pm
Wednesday	Wednesday: 5:00 am - 11:30 pm
Thursday	Thursday: 5:00 am - 11:30 pm
Friday	Friday: 5:00 am - 11:30
Saturday	Saturday: 6:00 am - 9:00 pm
Please list any planned periods of service closure greater than 3 days (i.e., closed the week between Christmas Day and New Year's Day)	

**Total transportation program costs by year**

FY20 (historical data, if applicable)	FY21 (projected)	FY22 (projected)
\$ 69,635,535.00	\$ 73,117,311.00	\$

**B. PROJECT INFORMATION**

**Project title** (will be used for reviewer reference and in public comment process. Example: *Mobility Management for XYZ volunteer driver program*)

Shop & Ride Purchased Service

**Project service area to be served** (indicate the geographic features that define your service area such as streets, rivers, or jurisdictional boundaries)

North boundary	
West boundary	
South boundary	
East boundary	
Other general geographic area (i.e., within the Salem-Keizer UGB)	Within the Salem-Keizer UGB

*Optional:* please provide a map of your service area as a separate single page 8.5"x11" attachment.

**Total Section 5310(FTA) funds requested**

\$ 104,731.00
---------------

**Start date**

7/1/20
--------

**Funding request type (check one)**

Continuation of existing service at same level of service	<input checked="" type="checkbox"/>
Expansion of existing service	<input type="checkbox"/>
New service	<input type="checkbox"/>
Capital request	<input type="checkbox"/>
Other:	<input type="checkbox"/>

--

**Scalable Section 5310(FTA) Grant Request**

You are strongly encouraged to request the full amount of funding that is needed for each project, including funding for new projects; however, funding is limited. Describe the scalability of your 5310(FTA) funding request, how you scaled down your request and what aspects of the program would not be funded under this funding scenario below. Then enter your scaled down request amounts.

**Scalability Description:**

Scalability of the Shop and Ride transportation service would be difficult without the utilization of agency general fund, non-federal dollars, which have not been budgeted for the purchased service costs of the Shop and Ride. Therefore, Cherriots is requesting the full amount of the cost only.

**FY21**

Scaled request: \$ 104,731.00

**Identify the project’s additional sources of funding in the table below**

<b>Estimated Additional Project Resources</b>	
<b>Source of Funds</b>	<b>Dollar Amount</b>
2020 Section 5310(FTA) Grant Request ( <i>Important!</i> )	\$ 104,731.00
Local Resources	\$
Federal Resources	\$
Other (provide description): STF Funding Match	\$ 26,183.00
<b>Project Grand Total</b>	<b>\$ 130,914.00</b>

**Coordinated Plan**

Is project derived from the Cherriots *Coordinated Public Transit – Human Services Transportation Plan* dated September 2019?  Yes  No If yes, what page? 48

If no, explain why the project is not part of the Coordinated Plan.  
 For example: *Is the project part of another plan (please name)? Is the plan still being finalized?*

## 1. Project description

### a.) Describe services or capital investment to be provided by Section 5310(FTA) funding. Include a description of the following:

- Who you will serve? What geographic area you will serve?
- What level of service will be provided to customers?
- Operational activities; how will customers request and receive rides, including scheduling and dispatching?
- Describe if volunteers will be utilized to provide service and how this will occur (will the volunteer program be supported with 5310(FTA) or other funds? Will you provide mileage reimbursement to volunteers using their own vehicles?).
- **How will the service be marketed?** (500 word limit)

This project will fund the purchase of services for the Shop and Ride. The Shop and Ride transportation service provides both shopper shuttle and dial-a-ride (demand responsive) services to seniors age 60 and older as well as individuals with disabilities within the Urban Growth Boundaries of Salem and Keizer. Riders call the Cherriots Call Center up to two weeks in advance or within 24 hours of their requested trip to make the trip reservation. Cherriots Shop and Ride is operated by a contractor that is currently MV Transportation Inc. Salem Area Mass Transit District (SAMTD) employs a Contracted Services Manager to oversee Cherriots Shop and Ride. The Salem-Keizer UGB has been split into 4 regions and Cherriots Shop and Ride Shopper Shuttle provides am and pm shopping trips Tuesday-Friday from those 4 regions. In each week, the Shopper Shuttle provides one am and one pm trip from each region to a pre-determined shopping location for \$1.25 per time the bus is boarded. The Shopper Shuttle is an origin-to-destination service where riders that have requested a trip are picked up from their homes and travel to the designated shopping location for that time and day. Stores have been selected with criteria for one-stop shopping opportunities (groceries, pharmacy, bank, and household supplies). Each am or pm trip is provided approximately 75 minutes at the store before the riders are picked up in the front of the store and returned to their homes. The Operator can assist riders with their grocery bags. Examples of shopping locations include: Fred Meyer and WalMart.

In addition to the Shopper Shuttle providing essential trips to stores with multiple errand opportunities, this vital service also provides a social outlet to many who may have limited means of transportation and are generally at home alone. Cherriots Shop and Ride is available to any senior age 60 or older and individuals with disabilities without a qualifying application process and who may or may not be eligible for ADA paratransit services, including low-income populations and senior housing communities. The Dial-a-Ride service provides requested trips to any location within the UGB Monday-Friday for \$3.20 per time the bus is boarded. Dial-a-Ride trips can also be reserved up to two weeks in advance or at least 24 hours in advance. The Dial-a-Ride transportation service operates Monday-Friday from 8:00 am – 5:00 pm. Cherriots Shop and Ride observes the same holiday closures as Cherriots Local fixed routes. Cherriots Shop and Ride provided approximately 7,262 from January 2019 – December 2019. The Cherriots Shop and Ride transportation service is marketed through social media channels; the Cherriots website; targeted geographic location mailers; advertisements in local newspapers; radio interviews; and the in-person promotion of the service at informational tables and community presentation opportunities.

**b.) Will you coordinate between providers to avoid duplication?** *Describe what level of coordination between partners is done and how duplication is avoided, limit 200 words*

The Cherriotics Call Center provides coordination of transportation services inside the Salem-Keizer UGB. Call Center Customer Care Representatives are aware of transportation services that are available in the Salem-Keizer area as well as the surrounding transportation services that connect to Cherriotics transportation services so they can refer callers to the variety of transportations services that are available. This ensures that coordination occurs and duplication is avoided.

**c.) Is your project cost-effective?**

*Describe average cost per ride, cost per mile and cost per hour, limit 200 words*

Cherriotics Shop and Ride costs include both the Shopper Shuttle as well as the Dial-a-Ride. Cherriotics Shop and Ride Shopper Shuttle and Dial-a-Ride provided approximately 7,262 Trips from January 2019 – December 2019. The Purchased Service contract is provided by MV Transportation and provides for LIFT, Shop and Ride, and Regional services. Beginning in January of 2020 the cost per revenue hour is \$56.27. Shop and Ride is provided as an optional service compared to LIFT, which is a required service. Additional costs for Shop and Ride includes the call center and depending on the amount of calls received for information or trip requests, can increase or decrease the average cost per ride. Contracted service staff time is allocated based on program size, LIFT being the largest, then Regional, followed by Shop and Ride.

**d.) Project quality**

*Describe the **need** for this project. How was this need determined or assessed? Max 2,500 characters/approx. limit: 400 words*

Cherriots Shop and Ride provides a vital unmet need by providing essential public transportation specifically for individuals with disabilities and seniors 60 and older that may or may not be eligible for ADA paratransit and/or may or may not be able to accessing fixed route transportation services.

Cherriots Shop and Ride riders are in need of direct, origin-to-destination trips to locations that have multiple errand opportunities as opposed to accessing fixed route services due to their individual ability. The Cherriots Shop and Ride transportation service ensures that seniors 60 and older as well as individuals with disabilities can maintain independence and access their communities. Currently, there is no other transportation service available in the Salem-Keizer area like the Cherriots Shop and Ride. This transportation service is an integral component of the complete transit network that specifically provides increased transportation options to seniors and individuals with disabilities to access their community and ultimately have independence that may or may not be otherwise an option for them without the Shop and Ride service.



**e.) Expected outcomes**

*Describe the expected outcomes of this project on seniors and people with disabilities. Why is this project the best method to address the previously described need? Max 2,500 characters/approx. limit: 400 words*

With the continuation of the Cherriots Shop and Ride transportation service, seniors will have more mobility options in order to access affordable public transportation resulting in increased access to their communities and vital services. This will allow direct access to seniors and individuals with disabilities to access: health; employment; social activities; human service and volunteer opportunities; as well as food. Shop and Ride outcome will be measured by annual ridership of seniors and individuals with disabilities.

**Provide the timeline of the project in the following table**

	<b>Step Description</b>	<b>Completion Date</b>
<b>1</b>	Start Service	7/1/20
<b>2</b>	End Service	6/30/21
<b>3</b>		
<b>4</b>		
<b>5</b>		
<b>6</b>		

**2. Is your application for a replacement vehicle?**

Yes (continue to #3)  No (continue to Section C)

**3. Enter the following information about each vehicle to be replaced if the total cost of the vehicle is being requested:**

<b>Vehicle Category*</b> Choose an item.	<b>Qty (#)</b>	<b>Cost Each (\$)</b>	<b>Total (\$)</b>	<b>No. Seats w/ADA Deployed</b>	<b>No. of ADA Stations</b>	<b>Total Capacity</b>	<b>Fuel Type*</b> Choose an item.	<b>Estimated Order Date</b>	<b>Estimated Delivery Date*</b>
E 7			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
<b>Totals:</b>	0	<b>Grand Total:</b>	\$ 0.00						

**\*Vehicle Category Descriptions:**

<https://www.oregon.gov/ODOT/RPTD/RPTD%20Document%20Library/Vehicle-Useful-Life-Benchmarks.pdf>

\*Fuel Type Options: (G) Gas, (D) Diesel, (B) Biodiesel, (HG) Hybrid-gas, (HD) Hybrid-diesel, (CNG) Compressed Natural Gas, (OF) Other alternative Fuel.

\*Estimated Delivery Date: Minimum 160 days if ADA accessible.

### C. ORGANIZATIONAL CERTIFICATION

By submitting this document via email to Cherriots, I certify that the submitted materials and data included are complete, true and correct. Also, I certify that my organization is:

- Eligible to enter into agreements with Cherriots;
- Has the legal, managerial, and operational capacity to do the work to be paid for by the Section 5310;
- Not debarred or suspended from federal grants;
- In compliance with federal, state, and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety, and health, as applicable;
- Complies with the laws or rules of the Section 5310 Program;
- Properly uses and accounts for the Section 5310 Program's goals; and
- Will operate the project or service in a safe, prudent, and timely manner.

**Wendy Feth** Digitally signed by Wendy Feth  
Date: 2020.06.18 08:45:28 -07'00'

---

Signature of Authorized Organization Officer

Title

Date

**Private Nonprofit Agency – Corporation Status Inquiry and Certification**

If your agency or organization is claiming eligibility as a Section 5310(FTA) Program applicant based on its status as a private nonprofit organization, you must obtain verification of its incorporation number and current legal standing from the Oregon Secretary of State Information Retrieval/ Certification & Records Unit (IRC Unit). The “Status Inquiry” document must be attached as an appendix to the application. To assist your agency or organization in obtaining this information, use one of these two methods:

To obtain Corporate Records Information over the Internet, go to:  
<http://sos.oregon.gov/business/Pages/find.aspx> Enter the name of your agency or organization. If its status is active, print the page and submit it as proof.

**Private Non-profits**

Legal Name of Non-profit Applicant: \_\_\_\_\_

State of Oregon Articles of Incorporation Number: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

**Certifying Representative**

Name (print):	
Title (print):	
Signature:	Date





# **2021** SECTION 5310 (FTA) GRANT APPLICATION

*FOR PROJECTS LOCATED WITHIN THE SALEM-KEIZER URBAN GROWTH BOUNDARY*

*JULY 2020*



## INTRODUCTION

- Read the *2021 Section 5310(FTA) Grant Application Instructions* prior to completing this application.
- Each project submitted for funding consideration must have its own application.
- Selection criteria are detailed in the *Application Instructions*.
- This form must be filled out using the Adobe .pdf form. Paper applications will NOT be accepted.
- Signature pages should be scanned and attached as separate pages to each application.

### Submittal Checklist

#### ***Make sure***

- ✓ Application is complete, signed, and dated

#### ***Submit***

- ✓ Proof of agency status (template included in application packet)
- ✓ Maintenance Plan (if submitting an application for preventive maintenance)

### A. ORGANIZATION INFORMATION

**Name of Organization:** Salem Area Mass Transit District

**Contact Person:** Wendy Feth

**Address:** 555 Court Street NE

**Telephone:** (503) 361-7185

**Email:** wendy.feth@cherriots.org

**Type of organization (check one)**

Private non-profit	<input type="checkbox"/>
State, county, tribal, or local government agency	<input checked="" type="checkbox"/>

**Area of service (check one)**

Inside the Salem-Keizer Urban Growth Boundary (UGB)	<input checked="" type="checkbox"/>
Outside the Salem-Keizer UGB	<input type="checkbox"/>
Both inside and outside the Salem-Keizer UGB	<input type="checkbox"/>

**Organization days and hours of operation**

Day	Hours
Sunday	
Monday	Monday: 5:00 am - 11:30 pm
Tuesday	Tuesday: 5:00 am - 11:30 pm
Wednesday	Wednesday: 5:00 am - 11:30 pm
Thursday	Thursday: 5:00 am - 11:30 pm
Friday	Friday: 5:00 am - 11:30
Saturday	Saturday: 6:00 am - 9:00 pm
Please list any planned periods of service closure greater than 3 days (i.e., closed the week between Christmas Day and New Year's Day)	

**Total transportation program costs by year**

FY20 (historical data, if applicable)	FY21 (projected)	FY22 (projected)
\$ 69,635,535.00	\$ 73,117,311.00	\$

**B. PROJECT INFORMATION**

**Project title** (will be used for reviewer reference and in public comment process. Example: Mobility Management for XYZ volunteer driver program)

Cherriots Call Center
128000

**Project service area to be served** (indicate the geographic features that define your service area such as streets, rivers, or jurisdictional boundaries)

North boundary	
West boundary	
South boundary	
East boundary	
Other general geographic area (i.e., within the Salem-Keizer UGB)	Within the Salem-Keizer UGB

*Optional:* please provide a map of your service area as a separate single page 8.5"x11" attachment.

**Total Section 5310(FTA) funds requested**

\$ 128,000.00
---------------

**Start date**

7/1/20
--------

**Funding request type (check one)**

Continuation of existing service at same level of service	<input checked="" type="checkbox"/>
Expansion of existing service	<input type="checkbox"/>
New service	<input type="checkbox"/>
Capital request	<input type="checkbox"/>
Other:	<input type="checkbox"/>

**Scalable Section 5310(FTA) Grant Request**

*You are strongly encouraged to request the full amount of funding that is needed for each project, including funding for new projects; however, funding is limited. Describe the scalability of your 5310(FTA) funding request, how you scaled down your request and what aspects of the program would not be funded under this funding scenario below. Then enter your scaled down request amounts.*

**Scalability Description:**

Cherriots requests the full amount only for the Call Center project as general funds have not been budgeted to support this project and without full funding from the grant, it would be difficult to not utilize general funding.

**FY21**

Scaled request:   \$ 128,000.00

**Identify the project’s additional sources of funding in the table below**

<b>Estimated Additional Project Resources</b>	
<b>Source of Funds</b>	<b>Dollar Amount</b>
2020 Section 5310(FTA) Grant Request ( <i>Important!</i> )	\$ 128,000.00
Local Resources	\$
Federal Resources	\$
Other (provide description): STF Funding Match	\$ 32,000.00
<b>Project Grand Total</b>	<b>\$ 160,000.00</b>

**Coordinated Plan**

Is project derived from the Cherriots *Coordinated Public Transit – Human Services Transportation Plan* dated September 2019?  Yes  No If yes, what page? 48

If no, explain why the project is not part of the Coordinated Plan.

*For example: Is the project part of another plan (please name)? Is the plan still being finalized?*

## 1. Project description

### a.) Describe services or capital investment to be provided by Section 5310(FTA) funding. Include a description of the following:

- Who you will serve? What geographic area you will serve?
- What level of service will be provided to customers?
- Operational activities; how will customers request and receive rides, including scheduling and dispatching?
- Describe if volunteers will be utilized to provide service and how this will occur (will the volunteer program be supported with 5310(FTA) or other funds? Will you provide mileage reimbursement to volunteers using their own vehicles?).
- **How will the service be marketed?** (500 word limit)

This project will fund a portion of the call center costs that directly benefit seniors and individuals with disabilities in Marion and Polk counties. The call center project focuses on residents within the Salem-Keizer Urban Growth Boundary U.G.B utilizing the Cherriots LIFT and Shop and Ride transportation services. Efforts have been developed and implemented to ensure that all public transportation services in Marion and Polk counties are not duplicated, including all services identified in the currently adopted Coordinated Public Transit – Human Services Transportation Plan.

The Cherriots Call Center schedules trips for riders on Cherriots LIFT, Shop and Ride, as well as for the Polk County Flex. Customer Care Representatives answer caller's questions on transportation services that are available regionally in addition to scheduling trips for seniors and individuals with disabilities. Customer Care Representatives at the Cherriots Call Center also schedule trips for individuals that are traveling to and from their work sites through a collaboration with Marion County. This collaboration is called DD53 and is included in the Cherriots LIFT calls as LIFT is the transportation service that is utilized to provide the trips. There are 9 total staff employed at the call center: 1 scheduler; 6 Customer Care Representatives; 1 team lead; and the General Manager. Call Center hours are Monday-Friday 6:00 am – 6:00 pm and Saturday and Sunday 8:00 am – 4:00 pm.

The call center is marketed via cherriots.org, the Cherriots LIFT Eligibility Office, informational materials, mobility management outreach presentations, and community meeting attendance throughout the region. From January 2019 – December 2019, the call center answered: 31,845 LIFT, 4,972 Regional PCF, and 5,735 Shop and Ride calls.

**b.) Will you coordinate between providers to avoid duplication?** *Describe what level of coordination between partners is done and how duplication is avoided, limit 200 words*

The phrase mobility management is by definition inclusive of regional partners. One of the goals of the project is assistance in coordinating projects where duplication is avoided. Avoidance of duplication is done primarily by the Cherriots Call Center when trips are scheduled for riders both inside and outside of the Salem-Keizer UGB on Cherriots LIFT, Shop and Ride, and the Polk County Flex. The Cherriots Call Center also coordinates services throughout the region by referring callers to other providers and public transportation outside of the Cherriots transportation services that are available.

Presentation opportunities offer attendees information on the Cherriots Call Center being a resource for both scheduling trips on Cherriots transportation services as well as answering general questions on transportation services available regionally.

**c.) Is your project cost-effective?**

*Describe average cost per ride, cost per mile and cost per hour, limit 200 words*

The Cherriots Call Center is a central clearinghouse for public transportation services within Marion and Polk counties by scheduling requested trips on Cherriots LIFT, Cherriots Shop and Ride, and the Polk County Flex. The ability to schedule requested trips at one centralized location allows for: easy coordination of services between providers, eliminates duplication of services, and ultimately provides a cost savings.

Performance measures have been created for the partnership and call center project. The Cherriots Call Center manager evaluates performance measures on a quarterly and annual basis. Performance measurers are adjusted for quality and cost effectiveness.



**d.) Project quality**

*Describe the **need** for this project. How was this need determined or assessed? Max 2,500 characters/approx. limit: 400 words*

The Cherriots Call Center is a one-stop clearinghouse for riders to call for local and regional transportation services including: scheduling; inquiring about options, and requesting rides on Cherriots transportation services. The Cherriots Call Center is essential for providing resources to individuals who may have little information about public transportation in Marion and Polk counties that is available. Without the call center to provide the information and schedule trips, accessing public transportation would be very difficult.

**e.) Expected outcomes**

*Describe the expected outcomes of this project on seniors and people with disabilities. Why is this project the best method to address the previously described need? Max 2,500 characters/approx. limit: 400 words*

For the 2021 fiscal year, the call center project will continue to focus on two goals:

1. Goal: Focus on the Customer

Objective: Provide customer centered efficient transportation

Outcomes: a) opportunities for social and recreational trips; b) dependability of service; c) decreased wait time; d) cost effective service

How Measured: a) evaluate the Shopper Shuttle locations and ridership to the locations; b) increase ridership on the Shopper Shuttle within the budget; c) review customer requests for shopping locations; d) reduce revenue miles through efficiency

2. Focus on World Class Customer Experience

Objective: Provide World Class Customer Experience

Outcomes: a) communicate information to customers and potential customers; b) conduct customer feedback/surveys

How Measured: a) number of calls to the call center; b) customer feedback, public contacts, or surveys; c) call center staff completing training on "A Better Cherriots: Delivering World Class Customer Experience" on every interaction

Mobility management is the most effective way to facilitate communication and coordination with customers and partners. Mobility management also builds partnerships between providers by bringing all providers together in the coordination process.

Provide the timeline of the project in the following table

	<b>Step Description</b>	<b>Completion Date</b>
<b>1</b>	Start Service	7/1/20
<b>2</b>	End Service	6/30/21
<b>3</b>		
<b>4</b>		
<b>5</b>		
<b>6</b>		

**2. Is your application for a replacement vehicle?**

Yes (continue to #3)  No (continue to Section C)

**3. Enter the following information about each vehicle to be replaced if the total cost of the vehicle is being requested:**

<b>Vehicle Category*</b> Choose an item.	<b>Qty (#)</b>	<b>Cost Each (\$)</b>	<b>Total (\$)</b>	<b>No. Seats w/ADA Deployed</b>	<b>No. of ADA Stations</b>	<b>Total Capacity</b>	<b>Fuel Type*</b> Choose an item.	<b>Estimated Order Date</b>	<b>Estimated Delivery Date*</b>
E 7			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
<b>Totals:</b>	0	<b>Grand Total:</b>	\$ 0.00						

**\*Vehicle Category Descriptions:**

<https://www.oregon.gov/ODOT/RPTD/RPTD%20Document%20Library/Vehicle-Useful-Life-Benchmarks.pdf>

*\*Fuel Type Options: (G) Gas, (D) Diesel, (B) Biodiesel, (HG) Hybrid-gas, (HD) Hybrid-diesel, (CNG) Compressed Natural Gas, (OF) Other alternative Fuel.*

*\*Estimated Delivery Date: Minimum 160 days if ADA accessible.*

**C. ORGANIZATIONAL CERTIFICATION**

By submitting this document via email to Cherriots, I certify that the submitted materials and data included are complete, true and correct. Also, I certify that my organization is:

- Eligible to enter into agreements with Cherriots;
- Has the legal, managerial, and operational capacity to do the work to be paid for by the Section 5310;
- Not debarred or suspended from federal grants;
- In compliance with federal, state, and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety, and health, as applicable;
- Complies with the laws or rules of the Section 5310 Program;
- Properly uses and accounts for the Section 5310 Program’s goals; and
- Will operate the project or service in a safe, prudent, and timely manner.

**Wendy Feth** Digitally signed by Wendy Feth  
Date: 2020.06.18 08:46:50 -07'00'

---

Signature of Authorized Organization Officer

Title

Date

## Private Nonprofit Agency – Corporation Status Inquiry and Certification

If your agency or organization is claiming eligibility as a Section 5310(FTA) Program applicant based on its status as a private nonprofit organization, you must obtain verification of its incorporation number and current legal standing from the Oregon Secretary of State Information Retrieval/ Certification & Records Unit (IRC Unit). The “Status Inquiry” document must be attached as an appendix to the application. To assist your agency or organization in obtaining this information, use one of these two methods:

To obtain Corporate Records Information over the Internet, go to:  
<http://sos.oregon.gov/business/Pages/find.aspx> Enter the name of your agency or organization. If its status is active, print the page and submit it as proof.

### Private Non-profits

Legal Name of Non-profit Applicant: \_\_\_\_\_

State of Oregon Articles of Incorporation Number: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

### Certifying Representative

Name (print):	
Title (print):	
Signature:	Date





**2021** SECTION 5310 (FTA) GRANT  
*APPLICATION*

*FOR PROJECTS LOCATED WITHIN THE SALEM-KEIZER URBAN GROWTH BOUNDARY*

*JULY 2020*

## INTRODUCTION

- Read the *2021 Section 5310(FTA) Grant Application Instructions* prior to completing this application.
- Each project submitted for funding consideration must have its own application.
- Selection criteria are detailed in the *Application Instructions*.
- This form must be filled out using the Adobe .pdf form. Paper applications will NOT be accepted.
- Signature pages should be scanned and attached as separate pages to each application.

### Submittal Checklist

#### ***Make sure***

- ✓ Application is complete, signed, and dated

#### ***Submit***

- ✓ Proof of agency status (template included in application packet)
- ✓ Maintenance Plan (if submitting an application for preventive maintenance)

### A. ORGANIZATION INFORMATION

**Name of Organization:** Salem Area Mass Transit District

**Contact Person:** Wendy Feth

**Address:** 555 Court Street NE

**Telephone:** (503) 361-7185

**Email:** wendy.feth@cherriots.org



**Type of organization (check one)**

Private non-profit	<input type="checkbox"/>
State, county, tribal, or local government agency	<input checked="" type="checkbox"/>

**Area of service (check one)**

Inside the Salem-Keizer Urban Growth Boundary (UGB)	<input checked="" type="checkbox"/>
Outside the Salem-Keizer UGB	<input type="checkbox"/>
Both inside and outside the Salem-Keizer UGB	<input type="checkbox"/>

**Organization days and hours of operation**

Day	Hours
Sunday	
Monday	Monday: 5:00 am - 11:30 pm
Tuesday	Tuesday: 5:00 am - 11:30 pm
Wednesday	Wednesday: 5:00 am - 11:30 pm
Thursday	Thursday: 5:00 am - 11:30 pm
Friday	Friday: 5:00 am - 11:30
Saturday	Saturday: 6:00 am - 9:00 pm
Please list any planned periods of service closure greater than 3 days (i.e., closed the week between Christmas Day and New Year's Day)	

**Total transportation program costs by year**

FY20 (historical data, if applicable)	FY21 (projected)	FY22 (projected)
\$ 69,635,535.00	\$ 73,117,311.00	\$

**B. PROJECT INFORMATION**

**Project title** (will be used for reviewer reference and in public comment process. Example: Mobility Management for XYZ volunteer driver program)

Shop & Ride Preventative Maintenance

**Project service area to be served** (indicate the geographic features that define your service area such as streets, rivers, or jurisdictional boundaries)

North boundary	
West boundary	
South boundary	
East boundary	
Other general geographic area (i.e., within the Salem-Keizer UGB)	Within the Salem-Keizer UGB

*Optional:* please provide a map of your service area as a separate single page 8.5"x11" attachment.

**Total Section 5310(FTA) funds requested**

\$ 12,000.00
--------------

**Start date**

7/1/20
--------

**Funding request type (check one)**

Continuation of existing service at same level of service	<input checked="" type="checkbox"/>
Expansion of existing service	<input type="checkbox"/>
New service	<input type="checkbox"/>
Capital request	<input type="checkbox"/>
Other:	<input type="checkbox"/>

--

**Scalable Section 5310(FTA) Grant Request**

You are strongly encouraged to request the full amount of funding that is needed for each project, including funding for new projects; however, funding is limited. Describe the scalability of your 5310(FTA) funding request, how you scaled down your request and what aspects of the program would not be funded under this funding scenario below. Then enter your scaled down request amounts.

**Scalability Description:**

Scalability of this project would be difficult without utilizing general funds, which have not been budgeted to be allocated to this project. Cherriots is requesting the full budget only.

**FY21**

Scaled request: \$ 12,000.00

**Identify the project’s additional sources of funding in the table below**

<b>Estimated Additional Project Resources</b>	
<b>Source of Funds</b>	<b>Dollar Amount</b>
2020 Section 5310(FTA) Grant Request ( <i>Important!</i> )	\$ 12,000.00
Local Resources	\$
Federal Resources	\$
Other (provide description): STF Funding Match	\$ 3,000.00
<b>Project Grand Total</b>	<b>\$ 15,000.00</b>

**Coordinated Plan**

Is project derived from the Cherriots *Coordinated Public Transit – Human Services Transportation Plan* dated September 2019?  Yes  No If yes, what page?

If no, explain why the project is not part of the Coordinated Plan.

*For example: Is the project part of another plan (please name)? Is the plan still being finalized?*

## 1. Project description

### a.) Describe services or capital investment to be provided by Section 5310(FTA) funding. Include a description of the following:

- Who you will serve? What geographic area you will serve?
- What level of service will be provided to customers?
- Operational activities; how will customers request and receive rides, including scheduling and dispatching?
- Describe if volunteers will be utilized to provide service and how this will occur (will the volunteer program be supported with 5310(FTA) or other funds? Will you provide mileage reimbursement to volunteers using their own vehicles?).
- **How will the service be marketed?** (500 word limit)

The grant will provide the funding for the preventative maintenance (PM) on Cherriots Shop and Ride transportation service buses. The Cherriots Shop and Ride fleet consists of five buses, four in service and one spare bus. Preventative Maintenance is provided by Cherriots Maintenance staff located at the Del Webb Maintenance facility.

The Cherriots Shop and Ride service provided 7,262 trips from January 2019 December 2019. The Shop and Ride transportation service operated approximately 3,995 revenue hours and 51,280 service miles between January 2019 - December 2019.

Riders call the Cherriots Call Center up to two weeks in advance or at least 24 hours in advance to request a trip on the Cherriots Shop and Ride. Cherriots Shop and Ride provides shopper shuttle and dial-a-ride services to seniors 60 and older and individuals with disabilities within the Urban Growth Boundary (UGB) of Salem- Keizer who may or may not be eligible for ADA paratransit services, including low-income populations and senior housing communities. There is no application or eligibility requirement.

The Salem-Keizer UGB has been split into 4 regions and Cherriots Shop and Ride Shopper Shuttle provides am and pm shopping trips Tuesday-Friday from those 4 regions. In each week, the Shopper Shuttle provides one am and one pm trip from each region to a pre-determined shopping location for \$1.25 per time the bus is boarded. The Shopper Shuttle is an origin-to-destination service where riders that have requested a trip are picked up from their homes and travel to the designated shopping location for that time and day. Stores have been selected with criteria for one-stop shopping opportunities (groceries, pharmacy, bank, and household supplies). Each am or pm trip is provided approximately 75 minutes at the store before the riders are picked up in front of the store and returned to their homes. The Operator can assist riders with their grocery bags. Examples of shopping locations include: Fred Meyer and WalMart.

In addition to the Shopper Shuttle providing essential trips to stores with multiple errand opportunities, this vital service also provides a social outlet to many who may have limited means of transportation, are generally at home alone, and may experience social isolation.

The Dial-a-Ride service provides requested trips to any location within the UGB Monday-Friday for \$3.20 per time the bus is boarded. Dial-a-Ride trips can also be reserved up to two weeks in advance or at least 24 hours in advance. The Dial-a-Ride transportation service operates Monday-Friday from 8:00 am - 5:00 pm. Cherriots Shop and Ride observes the same holiday closures as Cherriots Local fixed routes.

**b.) Will you coordinate between providers to avoid duplication?** *Describe what level of coordination between partners is done and how duplication is avoided, limit 200 words*

The Cherriots Call Center provides coordination of transportation services inside the Salem-Keizer Urban Growth Boundary (UGB). Referring customers to a variety of transportation services that are available ensures that coordination occurs and duplication is avoided.

**c.) Is your project cost-effective?**

*Describe average cost per ride, cost per mile and cost per hour, limit 200 words*

Cherriots Shop and Ride buses are owned by Cherriots and preventative maintenance is performed and completed in-house by a full service maintenance department, allowing for cost efficiency and continuity in maintenance repairs and record keeping.

**d.) Project quality**

*Describe the **need** for this project. How was this need determined or assessed? Max 2,500 characters/approx. limit: 400 words*

Cherriots Shop and Ride transportation service is an integral component of the complete transit network that specifically provides increased transportation options for seniors and individuals experiencing disabilities. The Shop and Ride therefore provides increased independence and accessibility for populations that may have barriers to accessing their community. Cherriots Shop and Ride provides an additional public transportation opportunity for individuals with disabilities and seniors 60 and older who may or may not be eligible for ADA paratransit and/or may or may not be able to access fixed route services. Direct rides to services and shopping is essential for populations that may experience barriers to traveling to places that they need to no matter their individual ability.

**e.) Expected outcomes**

*Describe the expected outcomes of this project on seniors and people with disabilities. Why is this project the best method to address the previously described need? Max 2,500 characters/approx. limit: 400 words*

The expected outcome of this project is to continue to maintain the Cherriots Shop and Ride fleet of buses in good condition ensuring safe, reliable transportation for seniors and individuals experiencing disabilities that utilize the transportation service. Cherriots Shop and Ride fills on unmet need for seniors as well as individuals experiencing disabilities within the Salem-Keizer urbanized area. The Shop and Ride transportation service provides mobility for those populations who may or may not qualify for Cherriots LIFT (ADA paratransit) and those that may not be able to access Cherriots Local fixed route service.

**Provide the timeline of the project in the following table**

	<b>Step Description</b>	<b>Completion Date</b>
<b>1</b>	Service Start	7/1/20
<b>2</b>	Service end	6/30/21
<b>3</b>		
<b>4</b>		
<b>5</b>		
<b>6</b>		

**2. Is your application for a replacement vehicle?**

Yes (continue to #3)  No (continue to Section C)



**3. Enter the following information about each vehicle to be replaced if the total cost of the vehicle is being requested:**

<b>Vehicle Category*</b> Choose an item.	<b>Qty (#)</b>	<b>Cost Each (\$)</b>	<b>Total (\$)</b>	<b>No. Seats w/ADA Deployed</b>	<b>No. of ADA Stations</b>	<b>Total Capacity</b>	<b>Fuel Type*</b> Choose an item.	<b>Estimated Order Date</b>	<b>Estimated Delivery Date*</b>
E 7			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
--			\$ 0.00				---		
<b>Totals:</b>	0	<b>Grand Total:</b>	\$ 0.00						

**\*Vehicle Category Descriptions:**

<https://www.oregon.gov/ODOT/RPTD/RPTD%20Document%20Library/Vehicle-Useful-Life-Benchmarks.pdf>

\*Fuel Type Options: (G) Gas, (D) Diesel, (B) Biodiesel, (HG) Hybrid-gas, (HD) Hybrid-diesel, (CNG) Compressed Natural Gas, (OF) Other alternative Fuel.

\*Estimated Delivery Date: Minimum 160 days if ADA accessible.

**C. ORGANIZATIONAL CERTIFICATION**

By submitting this document via email to Cherriots, I certify that the submitted materials and data included are complete, true and correct. Also, I certify that my organization is:

- Eligible to enter into agreements with Cherriots;
- Has the legal, managerial, and operational capacity to do the work to be paid for by the Section 5310;
- Not debarred or suspended from federal grants;
- In compliance with federal, state, and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety, and health, as applicable;
- Complies with the laws or rules of the Section 5310 Program;
- Properly uses and accounts for the Section 5310 Program’s goals; and
- Will operate the project or service in a safe, prudent, and timely manner.

**Wendy Feth**

Digitally signed by Wendy Feth  
Date: 2020.06.18 08:46:11 -07'00'

---

Signature of Authorized Organization Officer

Title

Date

## Private Nonprofit Agency - Corporation Status Inquiry and Certification

If your agency or organization is claiming eligibility as a Section 5310(FTA) Program applicant based on its status as a private nonprofit organization, you must obtain verification of its incorporation number and current legal standing from the Oregon Secretary of State Information Retrieval/ Certification & Records Unit (IRC Unit). The "Status Inquiry" document must be attached as an appendix to the application. To assist your agency or organization in obtaining this information, use one of these two methods:

To obtain Corporate Records Information over the Internet, go to:

<http://sos.oregon.gov/business/Pages/find.aspx> Enter the name of your agency or organization.

If its status is active, print the page and submit it as proof.

### Private Non-profits

Legal Name of Non-profit Applicant: \_\_\_\_\_

State of Oregon Articles of Incorporation Number: \_\_\_\_\_

Date of Incorporation: \_\_\_\_\_

### Certifying Representative

Name (print):	
Title (print):	
Signature:	Date