

**Statewide Transportation Improvement Fund  
Advisory Committee**

Thursday, March 7, 2019

5:30 – 7:30 PM

Senator Hearing Room, First Floor  
Courthouse Square - 555 Court Street NE

**MEETING AGENDA**

- 1. Welcome and Introductions**
- 2. Orientation and Guidance of the STIF Discretionary and Statewide Transit Network Program Grants ..... page 3**
- 3. Review of Projects ..... page 9**
- 4. Recommendation of Projects**
- 5. Other Business**
  
- 8. Meeting Adjourned**

The Salem Area Mass Transit District ("District") Board of Directors formed the Statewide Transportation Improvement Fund Advisory Committee ("STIFAC") pursuant to Oregon Administrative Rule ("OAR") 732-040-0035, for the purpose of advising and assisting the District in carrying out the purposes of the Statewide Transportation Improvement Fund ("STIF") that was created with the passage of House Bill 2017 in the 2017 Legislative Session.

**Mission**

Connecting people with places  
through safe, friendly, and reliable public transportation services

**Values**

Safety – Service Excellence – Communication – Innovation – Accountability

Salem Area Mass Transit District (“District”) is the designated *Qualified Entity* for STIF monies received for public transportation service providers in the Marion and Polk County area. The STIFAC will prioritize and recommend projects for inclusion in the STIF Local Plan that will go to the Board of Directors for approval. The STIFAC may also advise the District regarding opportunities to coordinate STIF-funded projects with other local or regional transportation programs and services to improve transportation service delivery and reduce gaps in service. The STIF Local Plan will include projects for Cherriots Local, Cherriots Regional, Woodburn Transit and Silverton’s Silver Trolley. There are two opportunities to submit STIF Plans to ODOT - by November 1 and May 1. Plans are then reviewed and prioritized for biannual disbursement of the Formula Fund.

The agenda and meeting materials for the Statewide Transportation Improvement Fund Advisory Committee (“STIFAC”) are posted on the District’s website at [Cherriots.org/](http://Cherriots.org/) for review.

Meetings of the STIFAC are open, public meeting at an accessible location. The public is invited and welcome to attend.

This is an open and public meeting in a place that is ADA accessible. With 48 hours of notice, auxiliary hearing aids and services, and alternate formats are available to individuals with limited English proficiency. Requests can be made directly to the Clerk of the Board by phone at 503-588-2424 or with the assistance of TTY: Oregon Relay Services at 1-800-735-2900 (or 711). Cherriots administration office hours are Monday-Friday from 8:00 AM to 5:00 PM.

<https://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>

**Mission**

Connecting people with places  
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**Values**

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**STIF Discretionary and  
Statewide Transit Network Program  
Guidance for QE Advisory Committee  
Application Review**



**Topics**

- Statewide priorities
- Selection process
- Project selection criteria
- Schedule



## Overview – Two Solicitations

- **Statewide Transportation Improvement Fund (STIF) Discretionary** solicitation (5 % of STIF)
- **Statewide Transit Network Program** discretionary solicitation, funded from two sources:
  - Federal Transit Administration (FTA) Section 5311(f)
  - STIF Intercommunity Fund (4 % of STIF)



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## Statewide Priorities

STIF Discretionary and Statewide Transit Network Program investment priorities are guided by:

- Oregon Public Transportation Plan
- Oregon Administrative Rule (OAR) Chapter 732, Divisions 40 and 44
- FTA Circular C 9040.1.G



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**OTC Investment Priorities  
Discretionary and Statewide Transit Network**

- Improve transit for vulnerable populations
- Improve coordination between providers
- Fill gaps in the statewide transit network
- Reduce greenhouse gas emissions and improve public health
- Encourage sustainable funding plans
- Maintain fleet condition
- Improve use of active transportation



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**Fund Availability**

<b>Funding Sources</b>	<b>Amount</b>
<b>STIF Discretionary Fund (5%)</b>	<b>\$11.2 M</b>
<b>Statewide Transit Network Program</b>	<b>\$10.3 M</b>
STIF Intercommunity Fund (4%)	\$9.0 M
FTA Section 5311(f)	\$1.3 M



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## Project Selection Process

- Applications due Feb. 1, 2019
- ODOT reviews for eligibility and completeness
- Area Commissions on Transportation and STIF Advisory Committees review
- ODOT Project Selection Committee scores and ranks
- Public Transportation Advisory Committee recommends to Oregon Transportation Commission
- OTC reviews and decides which projects will be awarded funds
- ODOT notifies applicants of award decision, August 2019



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## Role of QE Advisory Committees

- Review applications relevant to area of responsibility
- Provide a "Fund" or "Don't Fund" recommendation for each reviewed application
- Option to provide additional comments and a prioritized list of projects for OTC's consideration

The ODOT selection committee will consider Advisory Committee input when ranking projects. Advisory Committee input will be provided to PTAC and OTC.



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## Resources

- Solicitation Materials:  
<https://www.oregon.gov/ODOT/RPTD/Pages/Funding-Opportunities.aspx>
- STIF Web Page:  
<https://www.oregon.gov/ODOT/RPTD/Pages/STIF.aspx>

## Contacts

- Patrick DePriest, STIF Intercommunity Coordinator, 503-986-3312, [Patrick.depriest@odot.state.or.us](mailto:Patrick.depriest@odot.state.or.us)
- Karyn Criswell, STIF Project Manager, 503-856-6172, [Karyn.C.Criswell@odot.state.or.us](mailto:Karyn.C.Criswell@odot.state.or.us)







Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

**City of Woodburn**  
**Security Cameras**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

**Submitted: 1/30/2019 2:54:49 PM (Pacific)**

**Project Contact**  
**Kathleen McClaskey**  
[kathleen.mcclaskey@ci.woodburn.or.us](mailto:kathleen.mcclaskey@ci.woodburn.or.us)  
Tel: 503-982-5245

**Additional Contacts**  
*none entered*

**City of Woodburn**

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270 Montgomery St  
Woodburn, OR 97071

Telephone 503-982-5245  
Fax 503-981-7206  
Web <https://www.woodburn-or.gov/?q=transit>  
EIN 93-6002282

**Transit Manager**  
Kathleen McClaskey  
[kathleen.mcclaskey@ci.woodburn.or.us](mailto:kathleen.mcclaskey@ci.woodburn.or.us)

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

## Applicant Qualifications

11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

Kathleen McClaskey the Transit Manager will oversee all portions of this project. Installation and equipment purchase will be completed through an outside contractor. The equipment will also be monitored daily by Transit Drivers. The Transit Manager has 25 years experience in operating camera and security systems on buses.

12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

Safety Vision will be installing the system and the Transit Manager will oversee the project and the system once it is installed.

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

Woodburn Transit System plans to upgrade the security camera system in its fleet of 3 cutaway buses and 3 big buses. Security cameras will be installed in 4 mini-vans and 1 MV-1 vehicle. Completing this work will ensure the safety of our passengers and drivers.

16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

Transit Plan: (5-8) Survey- Figure 5-26 Safety on the bus rated high. (9-5) Performance Standards - Provide criteria for the design and operation of safe and effective transit service. (9-1) Vision Statement- Woodburn will be a safe, vibrant, full service community. To provide a clean, safe, reliable, efficient, sustainable, and affordable public transportation service for people traveling within Woodburn with a focus on those who do not have transportation options.

17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

\$20,147

18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

19. Describe how the project supports and improves access for vulnerable populations.

Woodburn Transit Service (WTS) provides transportation services to the general public, with the vast majority being seniors and persons with disabilities. Woodburn's Fixed Route and complementary paratransit programs operate within the city limits of Woodburn. The volunteer medical program transports clients to medical appointments outside of Woodburn to areas between Salem to Portland.

## Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

NA

## Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

Woodburn Transit Service (WTS) provides transportation services to the general public, with the vast majority being seniors and persons with disabilities. Woodburn's Fixed Route and complementary paratransit programs operate within the city limits of Woodburn. The volunteer medical program transports clients to medical appointments outside of Woodburn to areas between Salem to Portland. Upgrading and adding security cameras to Woodburn Transit System's Fleet will assist in monitoring and responding to situations on board vehicles. The system will monitor the safety and security of passengers, employees, and equipment. The camera system will be used to track the operating status of the transit and transportation networks, alerting staff to possible delays or closures and will help to warn of possible intentional acts of crime of violence.

## Funding and Strategic Investment

(Score weights: Discretionary = 20%, STN = 10%)

22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

Woodburn would use STF Funds.

23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

NA

## Environmental and Public Health

(Score weights: Discretionary = 15%, STN = 10%)

24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

The camera system will monitor the safety and security of passengers, employees, and equipment.

## Safety, Security, and Community Livability

(Score weights: Discretionary = 25%, STN = 10%)

25. Describe how the project increases use and participation in active transportation, including public transportation.

The camera system will monitor the safety and security of passengers, employees, and equipment.

26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.  
The camera system will monitor the safety and security of passengers, employees, and equipment

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A. See uploaded document for detailed item list. The form did not include enough spaces. \$19,947 Please see table for equipment detail.

**Budget and Project Tables** [top](#)

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$ 16,118	\$ 0	\$ 0	\$ 0	\$ 4,029	\$ 20,147
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 16,118</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 4,029</b>	<b>\$20,147</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$ 20,147	20 %	\$ 16,118	\$ 4,029	STF Text	\$	Yes Yes/No	01/30/2019 xx/xx/xxxx	50 %	50 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

**Vehicle Purchase**

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle	Expansion/Replacement	Only	Text	Text	Select	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only	Only	Only	Only

Purchase 8		answer if replacing vehicle			Letter (A-E)								answer if purchasing used vehicle	answer if purchasing used vehicle	answer if purchasing used vehicle	answer if purchasing used vehicle		
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

### Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

### Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Item Delivery Date	Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	4000-HVR with 256GB SD Card	4000-HVR-2	3 #	\$ 989	\$ 2,967	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 2	A/V out adaptor for 4000	400-A/VOU	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 3	4 Channel DVR-HVR	400-HVR	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 4	Sensor Harness for 4000HYB	4000HYB-SE	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 5	GPS Module for 41 Series	41-GPS	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 6	Power Harness 4000/4108/4112/4116	41-PWRHRNS	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 7	256 GB SD Card	SD-256GS	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 8	UPS back-up battery for the 4000-HVR, 4100-HVR, & 4112-HVR	41-UPS	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 9	Panic Button Kit for 41's	41-Panic-K	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable
Row 10	Panic Button for 4108/4112/4116	41-Panic	3 #	\$ 0	\$ 0	03/06/2019 xx/xx/xxxx	03/12/2019	Woodburn, OR			e If Applicable

### Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">Safety Vision</a> <a href="#">TP</a>
Document 2		
Document 3		
Document 4		
Document 5		
Document 6		
Document 7		
Document 8		
Document 9		
Document 10		

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 135252

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Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

**Clackamas County Social Services**  
**Regional Integrated Fare Collection System Analysis**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

**Submitted: 1/31/2019 4:06:46 PM (Pacific)**

**Project Contact**  
**Teresa Christopherson**  
[teresachr@clackamas.us](mailto:teresachr@clackamas.us)  
Tel: 5036505718

**Additional Contacts**  
[tstrader@sctd.org](mailto:tstrader@sctd.org), [Wehlingj@canbyoregon.gov](mailto:Wehlingj@canbyoregon.gov),  
[brashear@ridesmart.com](mailto:brashear@ridesmart.com), [ahowell@ci.sandy.or.us](mailto:ahowell@ci.sandy.or.us)

**Clackamas County Social Services**

2051 Kaen Rd  
PO Box 2950  
Oregon City, OR 97045

Telephone 5036505718  
Fax 5036558889  
Web [www.clackamas.us](http://www.clackamas.us)  
EIN 93-6002286

**Director**  
Brenda Durbin  
[brendadur@clackamas.us](mailto:brendadur@clackamas.us)

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
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- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

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- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
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**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

## Applicant Qualifications

### 11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

Clackamas County is highly experienced in contract administration and possesses more than adequate infrastructure to ensure compliance. Social Services Division staff are provided support by Procurement, County Counsel and Finance to ensure compliance with all required rules and regulations associated with a broad variety of funding sources. Other county departments involved in contract support include Human Resources and Risk Management. The county completes an annual audit, including an audit of federal awards, and recently was recognized with The Certificate of Achievement of Excellence in Financial Reporting by the Government Finance Officers Association. Audited financial statements can be found at the following website: <https://clackamas.us/finance/financearchive.html>

Internal controls are maintained through clear policy and procedures requiring multiple levels of review, including program manager review for eligibility of expenses. Peoplesoft is the accounting system of record and allows for regular financial review, including budget to actual. Social Services Division conducts monthly and quarterly meetings with managers and fiscal staff to monitor spending and reporting. We have an administrative staff of contracts and budget specialists to assist with program oversight.

### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

This project will be contracted out to a consultant. The consultant will be selected through a competitive RFP process that complies with all federal, state and local procurement rules. Clackamas County has extensive experience overseeing the work of contractors and sub-recipients. Oversight is maintained through a carefully crafted work plan that includes specific deliverables such as billing, compliance with project timeline, and objectives. The Social Services Division, which will be managing this contract, currently maintains over 40 contracts with more than 80 federal, state and local funding sources.

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

Transportation providers in Clackamas County (Partners) have a need to further investigate the feasibility of implementing an integrated regional fare collection system. This system will simplify the riding experience for customers travelling between multiple transportation providers and facilitate interoperability. Lastly, this system will gain travel trend information for reporting and planning purposes. Partners for this project include Canby Area Transit (CAT), Clackamas County (Mt Hood Express), Sandy Area Metro Transit (SAM), South Metro Area Regional Transit (SMART), and the South Clackamas Transportation District (SCTD).

Partners are interested in an electronic fare system that:

- Provides customers with a way to pay their fare that is simple, convenient, and easy to use (e.g. accepts many different types of fare media and payment methods; enables riders to use a payment device they may already carry with them).
- Promotes mode interoperability by facilitating seamless transfers between providers, allowing customers to use a common fare payment media to ride different services.
- Promotes equitable access to and utilization of regional and state transportation network
- Promotes reductions of single occupancy vehicle passenger trips
- Facilitates reduction in greenhouse gas emissions
- Promotes rural and small urban community livability
- Improves coordination among public transportation providers
- Allows purchase of fare at many convenient locations (farebox, retail locations, online, mobile app).
- Provides a method for agencies to easily implement fare reciprocity and revenue sharing policies.
- Uses a platform that is flexible and scalable, allowing the system to easily be expanded to other transit providers outside of Clackamas County, as well as the potential to add other transportation services such as bikeshare or parking payment.
- Provides accurate ridership data, separated by fare category/passenger type, allowing easy and accurate reporting for National Transit Database purposes.
- Is easily accessible to low-income populations.
- Provides other value-added benefits for customers, such as the ability to protect against lost or stolen fares.
- Offers the potential to solve other transit challenges, such as scheduling/dispatching for demand response services, or furthering mobility-as-a-service models that allow customers to quickly and easily plan/book/pay for a trip.

In 2016, ODOT hired a consultant to begin studying the feasibility of expanding a yet-to-be-launched electronic fare collection system for the Portland-Metro area known as Hop Fastpass. Different phases of the study and analyses were carried out during 2017 including peer review, gap analysis, and a project management plan for next steps in implementing a new fare collection system. This included strategic assessment, cost overview, funding procurement overview, program management, and implementation logistics.

Upon completion of the ODOT e-fare study, small transportation providers identified a need to pursue additional information to determine if small-scale transportation providers with limited resources found e-fare systems to be a valuable endeavor. This project will provide a basis for analyzing the feasibility and implementation of a coordinated electronic fare structure that will help to seamlessly connect customers throughout Clackamas County and beyond, following up on recommendations from the prior study.

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

The proposed joint project supports the OTP goals to address statewide transit network needs by expanding "uniform electronic passenger payment systems" and is identified as a priority project for STIF Discretionary Program opportunities.

The project also addresses strategies identified in the local Coordinated Human Services Transportation Plan for Seniors and Persons with Disabilities, to pursue innovative partnerships and collaboration (see Section 5-33, Actions to Promote Coordination and Innovative Collaboration among Service Providers and Action 34. Consider expanding eFare participation within the Tri-County region).

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

\$108,000

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

### 19. Describe how the project supports and improves access for vulnerable populations.

Public transit provides access to work, school and other needed services for vulnerable populations, including low income households. The five systems included in this project provide access to fixed route public transit for 44,122 citizens of Clackamas County living within a half mile of a transit route. Of those, 4,633 have household incomes at or below the Federal poverty level and 12,398 have household incomes at 200% poverty. A recent study conducted in November, 2018, on the Mt Hood Express showed that 54% of riders did not have access to a vehicle and 53% reported household incomes of less than \$20,000 per year.

By simplifying the fare purchase and payment process, expanding payment options and locations, and providing seamless transfers across regional transit systems, using transit becomes more convenient, accessible, and easier to use for all riders, especially vulnerable populations.

## Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)



**20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.**

This project is a partnership between Canby Area Transit (CAT), Clackamas County (Mt Hood Express), Sandy Area Metro Transit (SAM), South Metro Area Regional Transit (SMART), and the South Clackamas Transportation District (SCTD). Partners will all be sharing equally in providing match for this project and will support the project through staff time and other resources as needed to achieve success. All partners recognize the importance of this project for facilitating interoperability of our systems, improving the customer experience and increasing coordination between providers.

The project will incorporate not just the five direct partners. It will engage other regional stakeholders, including Columbia Area Transit, TriMet, the City of Woodburn, the Columbia Express (ODOT) and other neighboring transit systems to ensure that the final recommendations take into account a broader regional or even statewide approach to fare collection.

In the long term, by including regional partners as part of the assessment, we hope to promote a coordinated approach to electronic fare systems and examine long term goals such as fare reciprocity. For example, Clackamas County, City of Sandy, ODOT, Western Federal Lands and Columbia Area Transit are currently partnering to conduct the "Vision around the Mountain" study which will look at transit services from the Columbia Gorge along Highways 35 and 26 to Sandy. As we work to achieve coordination of services, this study could inform fare collection options, including with partners not directly involved with the study such as Washington transit providers in the Gorge area.

**Statewide Transit Network**

(Score weights: Discretionary = 10%, STN = 30%)

**21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.**

Clackamas County's current fare collection systems are reflective of the statewide transit network. There are a variety of fare collection systems, ranging from electronic fare collection to cash fare boxes. Some systems are able to sell passes and individual tickets online; some can only purchase fare media at local stores. Clackamas County transit providers would like to implement a regional approach to electronic fare collection.

This project will improve the passenger experience by providing a way to pay their fare that is simple, convenient, and easy to use. The electronic fare system will accept many different types of fare media and payment methods and enables riders to use a payment device they may already carry with them. Fare purchases will be convenient and readily available and will facilitate seamless connections between providers by allowing customers to use a common fare system.

The electronic fare system will initially be implemented by five providers in Clackamas County but will be evaluated for its impact on other regional connections, such as to TriMet, Columbia Area Transit, and Salem-Keizer. The platform will be flexible and scalable to easily allow for use by other regional providers and will include the potential for other future applications, including a fare reciprocity program or parking fee payment.

The project will provide a basis for future electronic fare expansion by other statewide providers and will promote a system extending beyond Clackamas County that will provide enhanced rider experience and cost benefits.

**Funding and Strategic Investment**

(Score weights: Discretionary = 20%, STN = 10%)

**22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.**

*Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.*

The five partners for this project will equally share match requirement for this project. Each partner will be investing staff time and other resources into the project. While an amount of overmatch has not been calculated as part of this application, we anticipate that our partners will all substantially exceed their match obligations. The partners intend to proceed with implementation of a regional electronic fare system following completion of this study. This project represents an investment into a regional coordination strategy that will be essential for building our network of services and providing a seamless customer experience, in the short and long term.

We are calculating our match commitment at 10% for both the Discretionary STIF and the STN. For Discretionary, we believe this project meets the following criteria which allow us to request a lower match rate:

- The project will service or provide access from rural communities
- The project will provide statewide benefits to multiple Public Transportation Service Providers

**23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?**

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.  
N/A

**Environmental and Public Health**

(Score weights: Discretionary = 15%, STN = 10%)

**24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.**

Between the five partners involved in this application, over 645,973 rides were provided during FY 17/18. Based on an average passenger capacity of 2.5 individuals riding in a privately owned vehicle, the use of public transit eliminated 258,389 automobile trips last year. 28% of greenhouse gas emissions are associated with transportation so this represents a significant reduction in emissions directly as a result of public transit. Transit vehicles also reduce automobile vehicle emissions by reducing congestion which results in idling and lengthier trips, increasing emissions.

In addition, transit buses are required to comply with strict emissions standards, reducing the environmental impact of the fleets. For example, SMART currently has two diesel-electric hybrids, seven CNG cutaways, and will soon receive two of three 35-foot battery electric Proterra E2 buses. Other transit providers are also working toward infrastructure improvements that will further reduce emissions in their communities.

The use of transit is one component of an active transportation system, including biking and walking. Transit use gets people out of cars and into their communities. Transit is important to address access issues for health services in low-income populations that have limited transportation resources. All five transit providers are essential links in their communities to accessing health care services. A system that provides a common fare payment experience across multiple providers makes taking transit a more attractive alternative for regional trips.

**Safety, Security, and Community Livability**

(Score weights: Discretionary = 25%, STN = 10%)

**25. Describe how the project increases use and participation in active transportation, including public transportation.**

The project will promote increased participation in active transportation systems by allowing for the integration of other transportation related services. By eliminating barriers to transit use, riders can integrate active transportation into their lives, including walking and biking, both of which promote health. The project will help to close gaps in regional transportation use by customers through a user friendly platform that addresses fare media barriers. Finally, the integrated fare collection system hopes to address the "last mile" dilemma over the long term. For example, a fare collection platform that not only allows for fare reciprocity but also incorporates payment for modes like bike share/bike parking, scooter rental, car share, or taxi service would address a significant gap in transportation services.

**26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.**

Expanding the options available for purchasing fares and improving accessibility (i.e., to include retail providers, online purchase, mobile payment options) reduces the likelihood riders would be stranded without transit fare. Public transit use reduces the number of automobile trips which reduces congestion and accidents. A recent APTA study (The Hidden Traffic Safety Solution: Public Transportation, 2016) showed that public transit passenger had a 90% reduction in their risk of being in a vehicular accident by riding public transit and community crash rates decline with increasing use of public transit. This project will encourage the use of public transit as a safe, viable option to automobile trips by increasing access to fare options.

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

**27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.**

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.  
N/A

Budget and Project Tables [top](#)

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0

Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$ 120,000	\$	\$	\$ 12,000	\$	\$ 132,000
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 120,000</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 12,000</b>	<b>\$ 0</b>	<b>\$132,000</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 120,000	10 %	\$ 108,000	\$ 12,000	Partner contributions Text	\$	Yes Yes/No	10/1/19 xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 120,000	10 %	\$ 108,000	\$ 12,000	Partner contributions Text	\$	Yes Yes/No	10/1/19 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

**Vehicle Purchase**

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle



Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

### Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable

Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">Clackamas County Map</a>
Document 2		<a href="#">SCTD Letter of Support</a>
Document 3		<a href="#">SMART Letter of Support</a>
Document 4		<a href="#">SAM Letter of Support</a>
Document 5		<a href="#">CAT Letter of Support</a>
Document 6		
Document 7		
Document 8		
Document 9		
Document 10		

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 134813

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Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

Oregon Cascades West Council of Governments  
**99W Transit Corridor Feasibility Analysis and Implementation**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

Submitted: 2/1/2019 5:21:40 PM (Pacific)

**Project Contact**  
Nicholas Meltzer  
[nmeltzer@ocwcog.org](mailto:nmeltzer@ocwcog.org)  
Tel: 541-758-1911

**Additional Contacts**  
[pwarnock@ocwcog.org](mailto:pwarnock@ocwcog.org), [dnichols@ocwcog.org](mailto:dnichols@ocwcog.org)

**Oregon Cascades West Council of Governments**

1400 SE Queen Ave  
Suite 205  
Albany, OR 97322

**Executive Director**  
Fred Aousleman  
[fabousle@ocwcog.org](mailto:fabousle@ocwcog.org)

Telephone 541-758-1911  
Fax 541-967-4651  
Web <http://www.ocwcog.org/>  
EIN 93-0584306

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

## Applicant Qualifications

### 11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

Oregon Cascades West Council of Governments currently has multiple intergovernmental Agreements (IGAs) with the Oregon Department of Transportation (ODOT). Each IGA is for a different grant or operating agreement, and the specifics of reporting and billing vary. In addition to a regional park and ride analysis and multimodal connectivity grant, OCWCOG serves as the administrative and fiduciary agent for Corvallis Area MPO, Albany Area MPO, and the Linn Benton Loop. Our administrative and finance staff manage all of these contracts with clear communication, project management software and organization. An organizational chart of our project team is included in Attachment 1.

In addition to this, OCWCOG as a whole manages \$39 million in state and federal contracts, further demonstrating our legal, managerial and operational capabilities, including our regular reporting duties.

### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

OCWCOG plans to partner with the Institute for Policy Research and Engagement at the University of Oregon. The Institute for Policy Research and Engagement (formerly Community Service Center) at the University of Oregon is an interdisciplinary institute that assists Oregon communities by providing planning and technical assistance to help solve local issues and improve the quality of life for Oregon residents. The role of the Institute for Policy Research and Engagement (IPRE) is to link the skills, expertise, and innovation of higher education with the economic development and environmental needs of communities and regions in the State of Oregon, thereby providing service to Oregon and learning opportunities to the students involved.

Cascades West has partnered with IPRE on multiple occasions previously, and for each project included a clear scope of work in contract documents. This helped outline their responsibility as a sub-contractor and our role as a prime contractor. Monthly progress and billing reports will be submitted, and our project manager will maintain regular communication with the lead staff at IPRE. More information on IPRE is included in Attachment 1.

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

Our project proposes to assess and implement the need for transit along the 99W corridor from McMinnville to Junction City, as part of a larger regional connection along 99W from Eugene to Portland. Currently, the City of Monroe is completely unserved by transit, and additional gaps along 99W prevent the use of anything but a private automobile to connect urban employment centers to rural residential communities. An overview map is included in Attachment 2, and additional information on the project scope and schedule are included in Attachment 3.

Currently, Lane Transit District runs service from Eugene to Junction City, Benton County serves between Corvallis and Adair Village, Cherriots serves from Monmouth to Salem, and Yamhill County Transit serves from Salem to McMinnville, and north to the Portland Metro area.

The project will be broken into three phases: Demand Analysis, Implementation Plan, and Operations. Phase I, the Demand Analysis will ascertain when and how often the service should run, and where it should stop. We will determine this through existing transit provider interviews, focus groups in communities along the corridor, and stakeholder surveys of existing and potential riders. This information will be consolidated into a preliminary route analysis. Phase II, the Implementation Plan, will refine route details, determine vehicle type, and create a brand and marketing strategy. Phase III will involve operating the service for up to two years from the initial start date.

We estimate this would take 9-12 months from the time the grant agreement is in place, October 1. This would allow the service to start in October 2020, once summer is over and residents have returned to normal work schedules. This would give time to assess and implement sustainable funding mechanisms for the long term operation, or if the service proves unsuccessful, discontinue it. We will use traditional transit metrics for this evaluation including but not limited to cost per revenue hour of operation, passenger boardings, and route on time percentage. The project phases have been further outlined in Attachment 3.

The Oregon Cascades West Council of Governments (OCWCOG) is well poised to take on this project, and we have enlisted the help of the Institute for Policy Research and Engagement (IPRE) to further assist us. OCWCOG's region includes Benton, Lincoln, and Linn Counties, for which the bulk of the 99W corridor identified in this project falls within. The cities of Monroe, Corvallis, and Adair Village are all OCWCOG members, and the primary cities we'd connect along the corridor. We also have a working relationship with connecting service providers along the corridor including Lane Transit District, Cherriots, Corvallis Transit and Benton County Transit. The Institute for Policy Research and Engagement will assist in public outreach efforts, branding and marketing materials. They have extensive experience in community engagement throughout the state of Oregon over the last 40 years, and have previously assisted other agencies on transit feasibility studies.

This project will not compete with for-profit providers. If the project is not funded, rural communities along Highway 99W will continue to be unserved or underserved by transit, and without transportation options, likely required to continue using automobiles as their only method of transportation.

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

This project is either directly supported or mentioned in five local, regional or state plans including:

Oregon Public Transportation Plan,  
Salem-Keizer Long Range Regional Transit Plan,  
Central Willamette Valley Regional Coordinated Care Plan,  
Benton County Transportation System Plan, and  
Corvallis Transportation System Plan.

A summary of each plan, the location, and appropriate page numbers is included in Attachment 4. Furthermore, the project fills a gap in the Statewide Transit Network, as identified in Attachment 2, and Attachment 5. While identification of the project in local plans is not required if it fills a gap in the STN, the prevalence in local plans further strengthens the need for our project.

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

\$102,340

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

### 19. Describe how the project supports and improves access for vulnerable populations.

Attachment 6 is a map of the communities along the 99W Corridor this project would connect with larger metropolitan areas. All cities have a higher or nearly equal percentage of low income residents compared with the State of Oregon. Additionally, Monroe, which is currently unserved by any transit, has over twice the state average for people with a disability. Collectively, these cities represent 75,000 additional people which would be connected to top three metropolitan areas in the state.

## Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

**20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.**

This project traverses six counties in Oregon, in which seven public transit providers currently operate. It is a regional collaboration in nature and we have letters of support from two of these agencies, demonstrating their support and investment in the project. Through our proposed public outreach, we would conduct focus groups in multiple cities, and multiple counties along the corridor. We plan to work with each agency to coordinate meetings, and eventually any schedules for the new service.

Benton County, who has the project identified in their transportation system plan, currently operates service between Corvallis and Adair Village. We plan to coordinate with them and assess whether the vehicle used for that route could be incorporated into a longer route along the corridor, maximizing collaboration and public investment.

**Statewide Transit Network**

(Score weights: Discretionary = 10%, STN = 30%)

**21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.**

This project fills a gap in the Statewide Transit Network, connects multiple transit providers, and links small, rural communities with larger urban centers. Attachments 2 and 6 contain an overview of the connections the service would provide, while Attachments 2 and 5 illustrate the gap in the Statewide Transit Network this service would fill.

**Funding and Strategic Investment**

(Score weights: Discretionary = 20%, STN = 10%)

**22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.**

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

We anticipate requesting match from Benton County's formula funds as this project is identified in their TSP at one of only three transit projects, and as it will serve rural areas, the match will be 10%. If we are unsuccessful with formula funding, we will explore partnering with transit agencies in the region to share the cost burden for match. During the pilot period, we will explore long term funding strategies with the surrounding counties, state and federal partners, and neighboring transit providers.

**23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?**

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

N/A

**Environmental and Public Health**

(Score weights: Discretionary = 15%, STN = 10%)

**24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.**

Through the expansion of transit service to communities previously unserved or underserved, this project will provide a method of travel other than single passenger vehicles to more of the Oregon population. By improving transit access, we believe we have the opportunity to support positive health outcomes.

**Safety, Security, and Community Livability**

(Score weights: Discretionary = 25%, STN = 10%)

**25. Describe how the project increases use and participation in active transportation, including public transportation.**

As mentioned earlier, this project would connect nearly 75,000 people to the largest metropolitan areas in the state. Providing access to these residents would encourage the use of public transportation for commuting, trips to the store, and potentially recreational trips on the weekend. Furthermore, it will shorten the link for anyone traveling from the coast to the Willamette Valley, saving time by avoiding the connection with long distance service on I-5.

Attachment 7 demonstrates the critical regional link this service would provide.

**26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.**

The 99W corridor, outside of city centers, is perceptibly safe for public transportation and the addition of a route through the rural areas provides for risk reduction across all travel modes. While this route serves some of the larger cities along the 99W corridor, it covers a primarily rural geography. Public transportation options are generally limited in rural communities, leaving people to take other modes of transportation for work, recreation, and personal use. By providing a new route that serves job centers, public and private recreation options, and shopping and medical providers, passengers will be able to access their needs without opting for a single-occupancy vehicle trip, or biking or walking in a potentially unsafe environment (45 mph +, with sporadic sidewalks and bike lanes).

Other roadway users may benefit from this service by increased ridership lessening traffic and limiting the number of other users on the road and thereby reducing possible accidents at conflicts points.

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

**27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.**

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.

If the project is fully funded, we will purchase at least 2 vehicles to serve the demand along the 99W corridor. We remain open on the type of vehicle, cost and best procurement method (i.e. contracted service vs owning vehicles, buying new vs. used, etc.) so we do not have concrete numbers on the cost of vehicles but have budgeted \$400,000 for this purchase.

**Budget and Project Tables [top](#)**

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$ 400,000	\$	\$	\$	\$	\$ 400,000
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$ 102,340	\$	\$	\$	\$	\$ 102,340
Project Administration	\$ 25,000	\$	\$	\$	\$	\$ 25,000
Operating	\$ 300,000	\$	\$	\$	\$	\$ 300,000
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 827,340</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$827,340</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 827,340	10 %	\$ 744,606	\$ 82,734	STIF Formula Text	\$	Yes	Yes/No	10/1/2019 xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$		Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 827,340	10 %	\$ 744,606	\$ 82,734	STIF Formula Text	\$	Yes	Yes/No	10/1/2019 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$ 300,000	50 %	\$ 150,000	\$ 150,000	Text	\$	No	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$ 427,340	20 %	\$ 341,872	\$ 85,468	STIF Formula Text	\$	Yes	Yes/No	xx/xx/xxxx	%	100 %

### Vehicle Purchase

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	TBD Text	TBD Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	TBD Text	TBD Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

### Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

**Equipment, Bus Stop Amenities, and Other Assets**

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable

**Document Upload** [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">99W All Attachments</a>
Document 2		
Document 3		
Document 4		
Document 5		
Document 6		
Document 7		
Document 8		
Document 9		
Document 10		

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Application ID: 135438

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Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

**Salem Area Mass Transit District**  
**Feasibility study for transit services between Albany and Salem**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

**Submitted:** 2/1/2019 11:29:22 AM (Pacific)

**Project Contact**  
Trisha Bunsen  
[trisha.bunsen@cherriots.org](mailto:trisha.bunsen@cherriots.org)  
Tel: 503-361-7530

**Additional Contacts**  
*none entered*

**Salem Area Mass Transit District**

555 Court St NE, Suite 5230  
Salem, Oregon

**General Manager**  
Allan Pollock  
[allan.pollock@cherriots.org](mailto:allan.pollock@cherriots.org)

Telephone 503-588-2424  
Fax 503-566-3933  
Web <http://cherriots.org/>  
EIN 93-0793128

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

## Applicant Qualifications

### 11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

SAMTD has the legal authority, capacity, and ability to implement the project. There are no outstanding legal issues which would, individually or in the aggregate, impair the ability of SAMTD to implement the project. SAMTD has dedicated procurement, grants, project management, and operations staff who coordinate projects from planning to closeout. With this grant application, staff have time and budgetary authority to allocate resources to accomplish the project.

Planning staff have collectively over twenty years of experience working with consultants and performing planning studies which are complex projects, including public outreach and stakeholder meetings. The Cherriots Transit Planner II and Senior Planner will do the most work on this project, managing the consultant and communicating with the City of Albany, Albany Area Metropolitan Planning Organization (MPO), and the Oregon Cascades West Council of Governments (OCWCOG). Planning will provide required progress reports to grants administrator who will submit grant reports to ODOT.

Attachment

SAMTD District Wide Org Chart

### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

A consultant will be hired through a Request for Proposals procurement process, who will be doing the majority of the work. Cherriots planning staff will manage the consultant and provide sufficient oversight for the project. For example, email contact with the consultant will be conducted at least every week. Check-in meetings shall be scheduled every two to four weeks. A project schedule will be agreed upon and closely monitored during the proposed ten month project.

Quality assurance for the four project deliverables will be provided by planning staff, to ensure the project schedule, scope, and budget are maintained.

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

This project will fund a planning study of transit services for the I-5 corridor between Salem and Albany. Cost include staff labor and consultant costs. This corridor currently does not have public transportation service (with the exception of Amtrak), and extensive public outreach is anticipated to involve the public in the planning process. An existing conditions report will precede an alternatives analysis, which would be presented to the public for comment. Draft and final reports considering public opinion will be written to produce a final planning document. Finally, an Intergovernmental Agreement would be written between SAMTD and the City of Albany to govern the new service, which could begin in 2021, assuming vehicles and operations funding would be available. A private consultant will be hired to take the lead on the project working in conjunction with SAMTD planning staff.

The cities of Albany and Salem are in different counties and planning efforts traditionally do not extend past these county boundaries due to past funding patterns, which allocated funds based on county and MPO jurisdiction. This project would work to eliminate these false barriers and add an affordable connection to these major urban areas of the state. If this project is not funded, there will not be a clear direction for affordable transit service in the corridor, prolonging any establishment of affordable transit service. This will hamper mobility, particularly of vulnerable populations, but also of the general public who currently do not have many options to the congested I-5 corridor other than an expensive Amtrak or Cascades Point bus ticket (\$11 each way for adults).

The two regional MPOs (Mid-Willamette Valley Council of Governments and the Albany Area MPO) have written letters of support for this project, which are provided in the documents upload section of this application.

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

- "Volume II of a Regional Transit Plan," approved by the SAMTD Board of Directors on January 28, 2016 includes this project and its elements. This document is provided as an attachment since it is not on the website.
- o Planning for regional service between Salem and Albany is identified as a need if additional funding becomes available on p.43
- o A map of the regional system (fully funded network) can be found on p.45
- Expanded inter-city and inter-county service is also mentioned in the "Coordinated Public Transit-Human Services Transportation Plan," approved by the SAMTD Board of Directors on August 25, 2016. The document is on the Cherriots website here: [https://www.cherriots.org/media/doc/SKT\\_CTP\\_20160810\\_corrected\\_1.pdf](https://www.cherriots.org/media/doc/SKT_CTP_20160810_corrected_1.pdf)
- o Expanded inter-city and inter-county service is identified as a needed transportation service on p.53
- The "2017 Needs Assessment Report," approved by the SAMTD Board of Directors on December 14, 2017, also mentions the need for service between Salem and Albany in the I-5 corridor, and includes updated demographic maps using the U.S. Census American Community Survey 2015 data.
- o Service to additional cities such as Albany is a documented need on p.69 of the document
- The Albany Transit Development Plan, approved by the Albany Area Metropolitan Planning Organization (AAMPO) in May 2017 documents the need for transit service connections between Salem and Albany using 2014 data from the Longitudinal Employer-Household Dataset (LEHD).
- o Attachment "E" of this planning document shows (p.113) that Salem-Keizer has approximately 1,100 people who work in Albany every day. The opposite direction has an even larger unmet demand with just under 2,100 people commuting from Albany to Salem-Keizer for work.

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

SAMTD is requesting the full award amount depending on the grant (\$49,383 or \$55,556). Anything less would not make the project viable.

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

### 19. Describe how the project supports and improves access for vulnerable populations.

STIF-Discretionary or STIF-Intercommunity Discretionary funds for this project would be the first step in establishing affordable transit service in the I-5 corridor between Salem and Albany, which directly benefit vulnerable populations such as low income, seniors, veterans, people with disabilities, and people with Limited English Proficiency (LEP).

According to the U.S. Census 2010, the City of Salem has a population of seniors (over 65 years old), which is 12.0% of the total city population, and Albany 13.1%. The averages for Marion, Polk, and Linn Counties are 12.9%, 14.8%, and 15.4%, respectively. As a comparison, the average for the State of Oregon is 13.9%. Thus, the improvements to transit connecting Salem and Albany would increase mobility options for many vulnerable populations living in Marion, Polk, and Linn Counties. The connections in Salem and Albany to the existing regional bus networks connecting to those communities would also be available to these vulnerable populations if the new transit link were to be realized in the future.

Other vulnerable populations in Marion, Polk, and Linn Counties are low income people (at or below the 200% federal poverty level), those who do not own a car, and Limited English Proficient (LEP) populations. In an onboard Cherriots rider survey completed in 2016, 55 percent of Cherriots Regional riders were low income, 61% did not have a vehicle they could have used to make their transit trip (either as a driver or as a passenger), and 8 percent identified themselves as LEP. All of these riders will benefit from an increase in accessibility and availability in a new connection between Albany and Salem, where the only current option is Amtrak or the Cascades Point bus (operated by ODOT), which costs \$11 one-way for adults and \$9.35 one-way for seniors. An affordable option such as the \$2.25 one-way adult fare of Cherriots Regional would dramatically change mobility in this corridor for low income and other vulnerable populations.

## Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

### 20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

Although undetermined how the new service would operate, it is possible that Cherriots would operate a new service similar to the Route 1X service between Salem and Wilsonville, which is operated as a partnership between Cherriots and SMART (City of Wilsonville transit). The new service to Albany could be funded half by Marion/Polk County funds and half by Linn County and City of Albany funds. Since the City of Albany has such a small fleet of buses and staff for transit operations, it is very likely that Cherriots would operate all of the trips, but the city could reimburse Cherriots for half of the operations and maintenance costs for the transit service. Another model to be explored in this planning project is for the City of Albany to operate two or three round trips per day and Cherriots would operate two or three round trips, very similar to the Route 1X partnership Cherriots has with the City of Wilsonville. An intergovernmental agreement would be created to govern the operations and funding of the new service.

Letters of recommendation from the Albany Area Metropolitan Planning Organization (AAMPO) and the Salem-Keizer Area Transportation Study (SKATS) can be found in the document upload section of this application. These agencies are committed to improving transit in the I-5 corridor, and directly influence funding for capital and operating dollars to support the development of an additional service in the corridor.

## Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

### 21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

Regional transit service provides access to Salem, Keizer, rural Marion and Polk counties, as well as Wilsonville, Portland and Washington State connecting seniors, people with disabilities, low income, and general public to a broad geographic region. The statewide transit network works to ensure communities are connected via public transportation. Riders can access other transportation services via Regional, for example, Woodburn Transit, Silvertown Trolley, connects with TriMet that connects with CTRAN to connect to the Washington State transportation network realizing 2 state connections.

Cherriots Regional operates five fixed routes and one dial-a-ride, which serve seventeen rural communities and Salem in Marion, Polk, and Linn Counties. This project supports the existing systems by creating a southern link to the City of Albany, which has a population over 50,000, and a strong unmet demand for affordable transit services. Traditionally, transit funding in Oregon has not supported much service that crosses county lines, but with this new funding source (the STIF), the transit networks should be able to be crossed more easily. By studying what kind of transit service would be viable for this important statewide corridor, transit connections in the I-5 corridor will have the potential to improve dramatically.

The I-5 corridor is the mainstay of population, commerce, education, and industry in the Willamette Valley. An affordable transit option is needed to boost non-single occupant vehicle travel. Many people who live in Albany and work in Salem do not have a reliable and affordable transit option similar to the Route 1X, which operates between Wilsonville and Salem. A new link would also set the stage for new links between Linn, Benton, and Lane County cities to the south of Albany. Currently, the only options are Amtrak or the Cascades Point bus, which are four to six times as expensive as the current Cherriots Regional fare.

Connecting downtown Salem with downtown Albany would also create a link between other regional providers. For example, the Tillamook County Transportation District operates the Coastal Connector transit service between Lincoln City and Salem. Currently, people trying to get from Albany to Lincoln City have to go through Corvallis and Newport, but the connection via Salem would be much shorter. This also is true for all points north of Salem including McMinnville, Newberg, and the greater Portland Metro area.

## Funding and Strategic Investment

(Score weights: Discretionary = 20%, STN = 10%)

### 22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

The Transit District will match the grant at either the 10% or 20% rate depending on which grant is awarded. Match will be provided from SAMTD's general fund, non-federal, local funds and in-kind labor. The project can be completed within the biennium time frame.

This project qualifies for the 10% match rate for the STIF - Intercommunity Fund because this planning project would study how to fill a significant gap in the statewide transit network. Specifically, this gap is an affordable transit link between Salem and Albany.

The investment in the I-5 corridor has been a documented unmet need for decades. SAMTD is committed to provide the local matching funds to plan the appropriate service needed for the planning horizon.

### 23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

N/A

## Environmental and Public Health

(Score weights: Discretionary = 15%, STN = 10%)

### 24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

Although a planning project does not specifically reduce greenhouse gas emissions, it does determine whether an investment in transit service in a specific corridor would reduce single-occupant vehicle usage and increase mobility for travelers in the corridor. It has been shown in previous planning work that there is a underserved demand for transit service between these two large communities, and this planning effort would refine the study to make sure the service is appropriate and at the right level for a productive, useful service that supports positive health outcomes. One way the new service would support positive health outcomes is by creating a link to employment, education, medical, shopping, and recreational opportunities for the vulnerable populations and general public in these two cities. Each city has an established local transit system to get people to their final destination once they reach the transit hub. This encourages people to use transit or another active transportation mode to reach their ultimate destination.

As people access public transportation services, the number of vehicles as well as single occupied vehicles will decrease. The reduction of vehicles being utilized, will significantly decrease/reduce greenhouse gas emissions and pollution.

Public transportation promotes positive health outcomes as seniors, individuals with disabilities, individuals below the poverty line, refugees, veterans, as well as general populations are able to have access to work, education, healthcare appointments, food and nonfood shopping, and recreational opportunities that they may not have been afforded without public transportation.

## Safety, Security, and Community Livability

(Score weights: Discretionary = 25%, STN = 10%)

### 25. Describe how the project increases use and participation in active transportation, including public transportation.

This project would refine the concept of affordable transit service that could be provided in the I-5 corridor between Salem and Albany. It has already been established in previous planning studies that there is a large unmet demand for transit service in this corridor. Therefore, by meeting the demand with an adequate supply of transit should increase the use and participation in public transit in the corridor. Many people choose to access transit by bicycle and walking as well. Since each bus is fitted with a bicycle rack that can hold two or three bicycles at a time, the opportunity for using a bike to get to or from the bus would become a real possibility for many. Also, since both Salem and Albany have well established local transit services, the last mile gap should not be such a barrier for people traveling between and within each city. Another subject to be explored by this planning study would be the options for a universal fare to be shared between the agencies. If an agreement could be made for fare sharing, then passengers would only need to purchase one fare to use three transit services (City of Albany transit, Cherriots Regional, and Cherriots Local in Salem-Keizer).

### 26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.

The implementation of the plan that this project supports would increase ridership in the I-5 corridor, which is currently very congested at certain times of the day. By getting people out of their cars and onto buses, there is the potential to decrease traffic and increase safety for all roadway users, since it is known that stop and go traffic causes many rear-end type crashes.

## Capital Assets

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

### 27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.

N/A

### Project Category and Fund Source

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$ 49,383	\$	\$	\$ 4,552	\$ 7,794	\$ 61,729
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 49,383</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 4,552</b>	<b>\$ 7,794</b>	<b>\$61,729</b>

### Project Totals and Match Rate

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$ 61,729	20 %	\$ 49,383	\$ 12,346	general fund & inkind lab Text	\$ 0	yes Yes/No	7/1/2019 xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 61,729	10 %	\$ 55,556	\$ 6,173	Inkind labor Text	\$ 1,621	yes Yes/No	7/1/2019 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

### Vehicle Purchase

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

### Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E) digits	17	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

### Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable

### Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">Volume II of Salem-Keizer Transit Regional Plan 2016</a>
Document 2		<a href="#">2017 Cherriots Needs Assessment Report</a>
Document 3		<a href="#">SAMTD Coordinated Plan - Aug 2016</a>
Document 4		<a href="#">Albany Transit Development Plan</a>
Document 5		<a href="#">Letter of Support from AAMPO</a>
Document 6		<a href="#">Letter of Support from SKATS</a>
Document 7		<a href="#">STIFAC compliance documentation</a>
Document 8		<a href="#">District Wide Org Chart</a>
Document 9		
Document 10		

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 134907

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Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

**Salem Area Mass Transit District**  
**Regional bus stops improvement and routing changes project**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

**Submitted:** 2/1/2019 12:05:01 PM (Pacific)

**Project Contact**  
Trisha Bunsen  
[trisha.bunsen@cherriots.org](mailto:trisha.bunsen@cherriots.org)  
Tel: 503-361-7530

**Additional Contacts**  
*none entered*

**Salem Area Mass Transit District**

555 Court St NE, Suite 5230  
Salem, Oregon

**General Manager**  
Allan Pollock  
[allan.pollock@cherriots.org](mailto:allan.pollock@cherriots.org)

Telephone 503-588-2424  
Fax 503-566-3933  
Web <http://cherriots.org/>  
EIN 93-0793128

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No



## Applicant Qualifications

### 11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

SAMTD has the legal authority, capacity, and ability to implement the project. There are no outstanding legal issues which would, individually or in the aggregate, impair the ability of SAMTD to implement the project. SAMTD has dedicated procurement, grants, project management, and operations staff who coordinate projects from planning to closeout. With this grant application, staff have time and budgetary authority to allocate resources to accomplish the project.

Planning staff have collectively over twenty years of experience working on major capital and planning projects, including a current high priority corridor stops and shelter project, Keizer Transit Center construction project, and South Salem facility planning project. The planning department will take the lead on this project and provide required progress reports to the grants administrator for submitting to ODOT.

Attachment  
District Wide Org Chart

### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

Cherriots uses a private consulting firm to provide project management and construction management services for all of its capital improvement projects. This consulting firm will manage the scope, schedule, and budget for the project, with Cherriots planning staff providing oversight.

The construction contractor installing the new stops and constructing ADA improvements to four other stops will be monitored by one of SAMTD's project management consultants under an existing or re-bid contract. Planning staff will oversee the consultant to ensure a quality project that stays within its scope, schedule, and budget.

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

This project will fund bus stop improvements and route changes for the Regional system. Costs include staff time, equipment, and vendor time to implement the project. The regional stop improvements will enable seniors and people with disabilities to safely access stops in the current network that are not compliant with the ADA. Route changes for the Polk County Flex will allow more riders to access public transportation in three rural communities.

This project has two parts: improving some Cherriots Regional bus stops to the current ADA standard and redesigning the Polk County Flex Service to a deviated fixed route service in the cities of Dallas, Monmouth, and Independence, Oregon. First, a contractor would be hired to build concrete connections between curb and sidewalk for three stops in the Cherriots Regional system (located in Dallas, Independence, and Stayton). The contractor will also relocate two existing stops on First Avenue in Stayton to directly in front of the City Public Works building (1820 N First Ave) and build a pad for an existing shelter, which is currently stored at the Cherriots Operations and Maintenance Facility on Del Webb Avenue in Salem.

For the redesign of the Polk County Flex (PCF) service, staff would conduct a large amount of public outreach in conjunction with the three cities (Dallas, Monmouth, and Independence). The PCF is a dial-a-ride service requiring riders to book their trips 24 hours in advance, and provides origin to destination service to the general public. There is a common misconception that the service is only for people with mental or physical disabilities. Cherriots staff have approached planning and public works staff in each city with the idea of redesigning the service to a deviated fixed route, which would have a fixed schedule to accommodate same-day trips. In a recent examination of the service riders, it was clear that about 85 percent of the riders are employees at Garten or Goodwill in Dallas. The bus is highly underutilized in all but the first two hours of the morning when workers go to work and the first two hours of the afternoon when they go home. By changing the kind of service offered, more riders would be able to use the bus, especially because they could just walk to a stop and wait for it to come at the scheduled time.

Before the final service plan and stop locations are determined, public outreach events in each community and an online survey will be conducted to gather public feedback about the proposal. The funds asked for in this grant do not support this outreach effort, but only provide for the purchase and installation of the new bus stop poles and blade signs. It is estimated that the new service would include up to 45 poles/signs. Eight out of fourteen of the existing Cherriots Regional fixed route stops (for Routes 40X and 50X) would be utilized for the new PCF service as well. All of the new stops would just have a pole and sign until ridership is established and it could be determined whether shelters are needed at any stops.

Attached, see pages 8&9 of the Fleet Maintenance and Corridor Plan

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

· "Volume II of a Regional Transit Plan," approved by the SAMTD Board of Directors on January 28, 2016 includes this project and its elements. This document is provided as an attachment since it is not on the website.

o The regional stop improvements are identified as a need on p. 62

o The redesign of the Polk County Flex (referred to as the CARTS Route 45 Dial-a-Ride in the plan) is discussed on pages 54 to 66

o A map of the regional system (fully funded network) can be found on p.45

· Elements of the project are also mentioned in the "Coordinated Public Transit-Human Services Transportation Plan," approved by the SAMTD Board of Directors on August 25, 2016. The document is on the Cherriots website here: [https://www.cherriots.org/media/doc/SKT\\_CTP\\_20160810\\_corrected\\_1.pdf](https://www.cherriots.org/media/doc/SKT_CTP_20160810_corrected_1.pdf)

o Regional stop improvements are identified on p.68 as a needed improvement

o The Polk County Flex service is documented on p.37 as an existing service

· The "2017 Needs Assessment Report," approved by the SAMTD Board of Directors on December 14, 2017, also mentions the need for stop improvements and includes updated demographic maps using the U.S. Census American Community Survey 2015 data.

o Stop improvements like more shelters and more seating are documented as a need on p.72

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

This project could be scaled to improve only one stop for the ADA bus stop improvements. This would be the stop in Stayton at grant cost of 12,953. The second priority would be the redesign of the Polk County Flex transit service, award share \$18,700

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

### 19. Describe how the project supports and improves access for vulnerable populations.

STIF-Discretionary funds would enable the development of the relocated stop as well as bringing three stops in the Cherriots Regional system up to ADA standards, which directly benefit seniors and people with disabilities, who have a harder time accessing the bus when there is not a proper facility to make boarding or deboarding the bus safe. SAMTD signed an Intergovernmental Agreement with the City of Stayton in October 2018 with the intention of relocating an existing regional shelter from the Del Webb Operations and Maintenance Facility to a relocated stop on First Avenue in Stayton. Shelters provide a better waiting environment for all riders, but especially people in mobility devices who may not be able to get out of the weather without a shelter available.

The Coordinated Public Transit-Human Services Plan dated August 2016 shows that Dallas, Monmouth, and Independence have populations of seniors (over 65 years old), which are 18.8%, 9.4%, and 8.7%



of the total city populations. The average for the State of Oregon is 13.9% and the average for Polk County is 14.8%. Thus, the improvements to transit in these cities would have a large impact on seniors living in Polk County. The City of Stayton shows a population of 12.9% seniors, which equals the average for Marion County.

Other vulnerable populations in Marion and Polk Counties are low income people (at or below the 200% federal poverty level), those who do not own a car, and Limited English Proficient (LEP) populations. In an onboard Cherris Regional riders survey completed in 2016, 55 percent of Cherris Regional riders were low income, 61% did not have a vehicle they could have used to make their transit trip (either as a driver or as a passenger), and 8 percent identified themselves as LEP. All of these riders will benefit from an increase in accessibility and availability that the proposed changes to the PCF would provide.

The second part of the project is to redesign the Polk County Flex service to a deviated fixed route from its current form, which is a pure dial-a-ride service requiring customers to call and book a ride 24 hours in advance. This is needed to make the service available to more people in Dallas, Monmouth, and Independence, and make it easier for people to use the bus to get to jobs, shopping, education, medical, and social services. It will still have the capability to pick someone up at their door if they cannot walk or find another way to get to a designated stop.

### Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

#### 20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

This project will improve transit accessibility in the Cities of Dallas and Monmouth, which both have multiple transit providers operating inside their borders. The Falls City Direct Connect (FCDC) is a public transit service operated by Polk County between Falls City, Dallas, and Monmouth. Connections with the Cherris Regional stops, especially the stop at West Valley Hospital in Dallas will be made easier with an ADA accessible landing pad. The Confederated Tribes of Grand Ronde (CTGR) is planning a new service between Grand Ronde and Dallas that would enable people to get to Dallas with a direct connection about five times per day beginning in 2020. Existing Cherris Regional stops and possibly some future Polk County Flex stops in Dallas would be served by the new CTGR transit service.

SAMTD has intergovernmental agreements (IGA) for maintenance of the bus stop shelters with the cities of Dallas, Monmouth, Independence, and Stayton. Each city has a strong interest in improving the Polk County Flex service as well as upgrading three stops to ADA standards. The City of Stayton signed an IGA with SAMTD in October 2018 to provide for maintenance of the shelter at an improved stop on First Avenue as described above.

### Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

#### 21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

Cherris Regional operates five fixed routes and one dial-a-ride, which serve sixteen rural communities and Salem in Marion and Polk Counties. This project supports the existing systems by increasing accessibility of four regional stops, and it also improves the availability and access to transit in the three communities of Dallas, Monmouth, and Independence with the redesign of the Polk County Flex service. This sets the stage for increased connections with services like the FCDC and a future service currently planned by the CTGR. Also, the Oregon Cascades West Council of Governments is proposing a study of the 99W corridor between McMinnville and Junction City. Connections with a future service could possibly connect at the existing stops in Monmouth (Main Street between Ecols and Catron). Cherris is supporting the Statewide Transit Network by increasing accessibility to transit in these Polk County communities through this project.

Accessible stops give a way for more people to ride public transportation, especially for those who are senior or with a physical disability. The redesign of the Polk County Flex would establish up to 45 new fixed stops in three rural communities, which would allow more people to access the bus at a stop near their origin or destination. This service operates in the three largest communities of Polk County, outside of Salem, therefore improving access to transit for a large portion of the county.

### Funding and Strategic Investment

(Score weights: Discretionary = 20%, STN = 10%)

#### 22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

The Transit District will match the grant at the 20% rate using SAMTD's general fund, non-federal, local funds. The project can be completed within the biennium time frame.

The Cherris Regional system where the stops are located have proved to be ridership generators for about twenty years. With the designation of the fixed route segment of the service as a "commuter express," only one to three stops can be established per community.

These bus stop improvements will fill existing gaps in the accessibility of the Cherris Regional system, which will be in place for years to come, as service can be improved with future additional funds. For example, STIF formula grant funds will be used to add Saturday and additional weekday trips to many of the regional routes. This means an increase in ridership beginning in September 2019, and an investment for the future expansion.

#### 23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

N/A

### Environmental and Public Health

(Score weights: Discretionary = 15%, STN = 10%)

#### 24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

By increasing accessibility of bus stops and redesigning the Polk County Flex to a service that is more usable by vulnerable populations and the general public, this project supports positive health outcomes for the communities served. This project would occur in parallel to service enhancements provided to the Cherris Regional system, which are expected to boost ridership significantly. These enhancements include the addition of two weekday round trips for Routes 10X and 40X and the beginning of Saturday service for Routes 10X, 20X, 30X, and 40X. All of the stop improvements would tend to encourage more ridership. The redesign of the PCF service would support an increase in the regional service on weekdays as well.

One of the stops to be improved serves the West Valley Hospital in Dallas, which currently does not have an ADA-accessible stop. By getting people to medical appointments on the bus, health of the communities served could be improved.

### Safety, Security, and Community Livability

(Score weights: Discretionary = 25%, STN = 10%)

#### 25. Describe how the project increases use and participation in active transportation, including public transportation.

By increasing accessibility of bus stops and redesigning the Polk County Flex (PCF) to a service that is more usable by the general public, this project supports participation in active transportation, including transit, bicycling, and walking. The PCF service will be staged for ridership increases, which will increase use and participation in active transportation. Community livability is always increased when more people choose active transportation modes since people are travelling slower, and are thus able to travel safer to their destination. All Cherris Regional buses have bike racks on the front for two or three bicycles, and increasing the accessibility of each stop increases the likelihood that people access transit through active transportation modes.

#### 26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.

By bringing bus stops to ADA standards, especially when it involves bridging a curb and sidewalk that currently have a planter strip where passengers board and deboard the bus, safety is increased especially for seniors and people with disabilities who require a hard, flat landing surface when using transit.

The redesign of the Polk County Flex to a deviated fixed route will increase ridership, which gets people out of cars and onto buses. This has the potential to decrease traffic and increase safety for all roadway users.

### Capital Assets

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

#### 27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A. As described above, this project will upgrade three existing stops to current ADA standards and relocate one stop, which will also require sidewalk reconstruction. The total square footage of sidewalk constructed is estimated at 675 square feet. In addition, up to 45 new bus stop poles and 53 bus stop blade signs will be purchased and installed at locations in Dallas, Monmouth, and Independence. The total for the bus stop ADA improvements comes to \$32,530 and the installation of new Polk County Flex bus stop poles and signs totals \$21,500. Detailed information about each asset can be found in the Budget and Project Tables tab.

The signs and poles for all Cherriots Regional stops are owned and maintained by SAMTD. Sidewalk improvements will be located within the street Rights of Way. The only exception is the relocated stop on First Avenue in Stayton, where the concrete foundation of the shelter would be located on City of Stayton property. This has been agreed upon by the city through the signing of an intergovernmental agreement (IGA) between SAMTD and the City of Stayton. The IGA also states that the shelter placed at that location will be insured and maintained by the city.

Attachment  
DCE worksheets are combined for all stop improvements.

**Budget and Project Tables** [top](#)

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$ 49,417	\$	\$	\$ 12,354	\$	\$ 61,771
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 49,417</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 12,354</b>	<b>\$ 0</b>	<b>\$61,771</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$ 61,771	20 %	\$ 49,417	\$ 12,354	general fund Text	\$	yes Yes/No	7/01/2019 xx/xx/xxxx	35 %	65 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

**Vehicle Purchase**

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

Vehicle Purchase	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	vehicle	vehicle	vehicle	vehicle
9															Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
10															Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

### Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

### Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Relocate two stops in Stayton; construct concrete pad and sidewalk at a relocated Cherris Regional stop in Stayton (1st @ Fir relocated to 1st @ Regis); relocate Public Works building sign and install an existing shelter currently located in Salem to the new pad. Text	N/A	1 #	\$ 16,191	\$ 16,191	10/22/2019 xx/xx/xxxx	01/24/2020 xx/xx/xxxx	Relocating stops from 1st @ Fir (Stayton) to First @ Regis (Stayton)	N/A	225	✓ If Applicable
Row 2	Construct new ADA landing pad at existing stop in Stayton. Text	N/A	1 #	\$ 7,414	\$ 7,414	10/22/2019 xx/xx/xxxx	01/24/2020 xx/xx/xxxx	Washington @ 4th OB (Stayton)	N/A	150	✓ If Applicable
Row 3	Construct new ADA landing pad at existing stop in Independence. Text	N/A	1 #	\$ 9,912	\$ 9,912	10/22/2019 xx/xx/xxxx	01/24/2020 xx/xx/xxxx	Main @ Polk OB (Independence)	N/A	200	✓ If Applicable
Row 4	Construct new ADA landing pad at existing stop in Dallas (West Valley Hospital). Text	N/A	1 #	\$ 4,879	\$ 4,879	10/22/2019 xx/xx/xxxx	01/24/2020 xx/xx/xxxx	Washington @ Lewis (Dallas)	N/A	100	✓ If Applicable
Row 5	Purchase new bus stop signs Text	N/A	53 #	\$ 55	\$ 2,915	10/01/2019 xx/xx/xxxx	11/15/2019 xx/xx/xxxx	Up to 53 locations in Stayton, Dallas, Monmouth, and Independence.	N/A	N/A	e If Applicable
Row 6	Purchase new bus stop poles Text	N/A	45 #	\$ 88	\$ 3,960	10/01/2019 xx/xx/xxxx	11/15/2019 xx/xx/xxxx	Up to 45 locations in Dallas, Monmouth, and Independence.	N/A	N/A	e If Applicable
Row 7	Installation of bus stop poles and signs Text	N/A	50 #	\$ 330	\$ 16,500	10/22/2019 xx/xx/xxxx	01/24/2020 xx/xx/xxxx	Up to 53 locations in Stayton, Dallas, Monmouth, and Independence.	N/A	N/A	✓ If Applicable
Row 8	Text		#	\$ 0		xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$ 0		xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$ 0		xx/xx/xxxx	xx/xx/xxxx				e If Applicable

### Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">Volume II of Salem-Keizer Transit Regional Plan 2016</a>
Document 2		<a href="#">2017 Cherris Needs Assessment Report</a>
Document 3		<a href="#">SAMTD-Dallas IGA</a>
Document 4		<a href="#">SAMTD-Independence IGA</a>
Document 5		<a href="#">SAMTD-Stayton IGA</a>
Document 6		<a href="#">SAMTD Coordinated Plan - Aug 2016</a>
Document 7		<a href="#">STIFAC compliance documentation</a>
Document 8		<a href="#">SAMTD Fleet Maintenance and Corridor Plan</a>
Document 9		<a href="#">DCE worksheets combined</a>
Document 10		<a href="#">District Wide Org Chart</a>

\* ZoomGrants™ is not responsible for the content of uploaded documents.



Oregon Department of Transportation  
Rail and Public Transit  
**STIF Discretionary and Statewide Transit Network**  
2/1/2019 deadline

**Salem Area Mass Transit District  
Replacement for Regional buses**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

Submitted: 2/1/2019 11:19:22 AM (Pacific)

**Project Contact**  
**Trisha Bunsen**  
[trisha.bunsen@cherriots.org](mailto:trisha.bunsen@cherriots.org)  
Tel: 503-361-7530

**Additional Contacts**  
*none entered*

**Salem Area Mass Transit District**

555 Court St NE, Suite 5230  
Salem, Oregon

**General Manager**  
Allan Pollock  
[allan.pollock@cherriots.org](mailto:allan.pollock@cherriots.org)

Telephone 503-588-2424  
Fax 503-566-3933  
Web <http://cherriots.org/>  
EIN 93-0793128

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact [Andrew.S.Keefe@odot.state.or.us](mailto:Andrew.S.Keefe@odot.state.or.us) for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

**Applicant Qualifications**

11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity

specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

SAMTD has the legal authority, capacity, and ability to implement the project. There are no outstanding legal issues which would, individually or in the aggregate, impair the ability of SAMTD to implement the project. SAMTD has dedicated procurement, grants, project management, and operations staff who coordinate projects from planning to closeout.

With this grant application, staff have time and budgetary authority to allocate resources to accomplish the project.

SAMTD's Maintenance Manager/fleet manager has supervised the Maintenance Department for the last eight (8) years and over 20 years maintenance experience. SAMTD maintains 64 active buses for the fixed route service, 43 buses for the paratransit program, and 12 buses for the Cherris Regional service. The SAMTD tenured supervisory staff has been involved in the past three heavy-duty bus procurements. SAMTD sends a Maintenance supervisor with over 30 years of experience to inspect each new vehicle ensuring accuracy to the specs for delivery to SAMTD. The Fleet manager will provide required project progress reports to the grants administrator for grant reporting.

Attachments:

District Wide Org Chart

#### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

#### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

#### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

SAMTD will utilize a minimum of two vendors for this project, bus and audit. SAMTD's Maintenance Manager/fleet manager will provide oversight of this project from writing the technical specifications, working with procurement, to vendor oversight, and project reporting. SAMTD follows all prescribed Buy America regulations.

SAMTD sends a Maintenance supervisor with over 30 years of experience to inspect each new vehicle during the build process and ensure accuracy to the specs for delivery to SAMTD

### Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

#### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

This project will fund 4 category B replacement buses and 2 category D buses for Regional Service that have exceeded their useful life. The project includes cost of staff time to manage project from acquisition to closeout and all equipment and supplies necessary to put the vehicle(s) into service. It is imperative that Cherris continue to seek funding to replace buses that have met or exceeded their useful life benchmark in order to meet FTA guideline

Cherris Regional provides fixed route service in Marion, Polk, and a small portion of Linn counties as well as a dial-a-ride service in rural Polk County Monday-Friday 6:00 am-8:00 pm. The Regional fleet are ADA accessible, equipped with a lift, external signage, and securement in addition to bike racks on larger buses.

Preventative maintenance is provided by Cherris Maintenance Staff.

Procurement of the Cherris Regional buses can occur within the grant biennium. Lead time for category B and D range from 6-24 months as specified in the Vehicle Purchase table below.

Document attachments include:

SAMTD's bus acquisition plan and board resolution outlining process and priority for acquiring energy efficient buses.

SAMTD's Fleet Maintenance and Corridor Plan outlines management philosophy and maintenance policies.

#### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

The Coordinated plan includes replacement buses for the Regional service on page 69. The document upload includes a link to the Coordinated Plan.

#### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

The oldest Cat B and D both which will have exceeded useful life in both miles/years. 258,772 award

#### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

### Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

#### 19. Describe how the project supports and improves access for vulnerable populations.

Replacing Regional buses in a timely manner reduces maintenance costs and improves service reliability for vulnerable populations. Providing regional transit increases accessibility to transit. Cherris Regional provides transportation options for seniors, individuals with disabilities, populations below the poverty line, refugees, veterans, as well as general populations connecting more than sixteen communities in Marion and Polk counties with connections to statewide transit services. Regional transit provides access to jobs, education, medical appointments, shopping, recreational activities, and other essential services imperative for riders to access their community. This transportation service fills an ongoing need of connectivity between rural communities and Salem-Keizer as well as rural communities to rural communities for life enhancing services.

Other vulnerable populations in Marion, Polk, and Linn counties are low income people at or below the 200% federal poverty level, those who do not own a car, and limited English proficient populations. In an on board Cherris rider survey completed in 2016, 55 percent of Cherris Regional rides were low income, 61% did not have a vehicle they could have used to make their transit trip, either as a driver or as a passenger, and 8 percent identified themselves as LEP.

In FY 18 Regional Service provided 87,624 trips, 40% of which were for seniors and/or individuals with disabilities traveling 329,023 revenue service miles.

### Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

#### 20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

Cherris Call Center provides coordination of transportation services inside the Cherris service area for Cherris Regional, LIFT, and Shop and Ride. The call center refers customers to other providers and public transportation options outside of the Cherris service area. Cherris LIFT coordinates with Cherris Local and Regional services. There are customers who are able to use Cherris for some of their trips or a portion of their trips, classified as conditional eligibility, and then transfer to Cherris LIFT. During inclement weather some riders may only be able to access Cherris LIFT. Riders who qualify can ride Cherris Regional from outside of the area, then transfer to Cherris LIFT while within the urban growth boundary. This coordination ensures that seniors, individuals with disabilities, disadvantaged populations, as well as the general public have access to and are able to utilize public transportation services thereby enhancing their quality of life.

The mobility coordinator attends community meetings in the 16 surrounding rural communities that Cherris Regional serves as well as urban communities. The attendance of the community meetings is for the purpose of educating and informing on services and programs that are available, ensuring that duplication does not happen and access and utilization occurs.

Other coordination that occurs includes Maintenance of the Bus Stop Shelters in the outlying rural communities. These cities are responsible for maintaining these shelters and have committed to supporting the Cherris Regional transportation service in this way.

### Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

#### 21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

Purchasing replacement buses assists in maintaining connectivity between rural and urban areas. Regional transit service provides access to Salem, Keizer, rural Marion and Polk counties, as well as Wilsonville, Portland and Washington State connecting seniors, people with disabilities, low income, and general public to a broad geographic region. The statewide transit network works to ensure communities are connected via public transportation. Riders can access other transportation services via Regional, for example, Woodburn Transit, Silverton Trolley, YamCo provides trips into Cherris West Salem Transit Center, and connections with TriMet that connects with CTRAN to connect to the Washington State transportation network realizing 2 state connections is also available. Tillamook County coordinates a route from the Cherris Downtown Transit Center to Grand Ronde to Lincoln City to connect riders to the Astoria regional transit network. Another connection is through Amtrak and Cascades Point Buses for southern

destinations. The connectivity results in a positive rider experience.

Also, with the replacement of buses that are past their useful life, riders will have a positive experience as they travel ensuring they utilize public transportation as a viable option consistently rather than one time. Replaced buses are reliable, safe, and clean.

**Funding and Strategic Investment**

(Score weights: Discretionary = 20%, STN = 10%)

**22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.**

*Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.*

The Transit District will match the grant at the 20% rate using SAMTD's general fund, non-federal, local funds. The project can be completed within the grant biennium time frame. Once a bus is purchased, the bus is maintained by SAMTD maintenance staff which is an annual budgeted expense. Investing in buses ensures the ability of the District to provide transportation to and from the urban and rural areas of the state.

**23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?**

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.  
N/A

**Environmental and Public Health**

(Score weights: Discretionary = 15%, STN = 10%)

**24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.**

The replacement buses can be fueled with biodiesel. Biodiesel is the only alternative fuel to successfully complete the EPA's rigorous emissions and health effects study under the Clean Air Act. Biodiesel provides significantly reduced emissions of carbon monoxide, particulate matter, unburned hydrocarbons, and sulfates compared to petroleum diesel fuel. Additionally, biodiesel reduces emissions of carcinogenic compounds by as much as 85% compared with petrodiesel.

As people access public transportation services, the number of vehicles as well as single occupied vehicles will decrease. The reduction of vehicles being utilized, will significantly decrease/reduce greenhouse gas emissions and pollution.

Public transportation promotes positive health outcomes as seniors, individuals with disabilities, individuals below the poverty line, refugees, veterans, as well as general populations are able to have access to work, education, healthcare appointments, food and nonfood shopping, and recreational opportunities that they may not have been afforded without public transportation.

**Safety, Security, and Community Livability**

(Score weights: Discretionary = 25%, STN = 10%)

**25. Describe how the project increases use and participation in active transportation, including public transportation.**

The timely replacement of vehicles in the fleet is one of the fundamental programs necessary for a successful transit system. Buses are a transit system's most valuable physical asset, because good customer service is dependent on the condition of the fleet.

With the addition of 6 replacement Cherris Regional buses, participation in active transportation is increased due to riders walking from their residences to bus stops, riding buses, and ultimately walking to their desired location whether it be employment, school, medical appointment, shopping, visiting friends, the library, or a community event. The same could be said for individuals that ride their bike to bus stops from their residences to access public transportation. All Cherris Regional buses have bike racks on the front. This ensures that riders that desire to engage in active transportation and travel with a bike, can access Cherris public transportation. Increasing the accessibility of each stop increases the likelihood that people access transit through active transportation modes.

**26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.**

Maintaining a fleet in good conditions supports and improves safety of passengers using transit services. Public transportation promotes less single occupancy vehicles on roadways, which reduces the opportunity for accidents therefore supporting as well as improving safety for passengers and other roadway users. The fleet is 100% ADA accessible. Each bus is lift equipped with an internal/external camera system, radio equipped to communicate with Dispatch and law enforcement, as well as 4 point securement for mobility devices.

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

**27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.**

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.

The proposed capital purchases for this grant are:

2- 12-16 passenger cutaways, 20-25 foot in length, lift equipped

4- 25-30 passenger category B medium sized heavy duty, 30-35 foot in length, lift equipped

Regular replacement of Cherris Regional buses is necessary to ensure safe, efficient delivery of this transportation service. As part of the District's overall Capital Planning efforts, Cherris staff is committed to ensure our buses are replaced at a schedule consistent with industry best practices. The 2- cutaway buses to be replaced will reach their FTA recommended minimum useful life of 5 year or 150,000 miles. The 4 category B buses to be replaced will reach their FTA recommended minimum useful life of 10 years or 350,000 miles at the time of grant award. All of the buses in the Cherris current fleet as well as future fleet are 100% ADA accessible with securement, have external signs as an accessibility feature, as well as have bike racks.

[Budget and Project Tables top](#)

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$ 892,046	\$	\$	\$ 223,012	\$	\$ 1,115,058
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 892,046</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 223,012</b>	<b>\$ 0</b>	<b>\$1,115,058</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$ 1,115,058	20 %	\$ 892,046	\$ 223,012	general fund Text	\$ 0	yes Yes/No	7/1/2019 xx/xx/xxxx	24 %	76 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %



### Vehicle Purchase

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Replacement see below Only answer if replacing vehicle	Med. Size Text	Cutaway Text	D Select Letter (A-E)	2 #	\$ 89,401	\$ 178,802	14-16 #	2 #	10-12 #	G/D/BD/E/HG/CNG/OF	BD xx/xx/xxxx	10/1/2020 xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Replacement see below Only answer if replacing vehicle	Med. Size Text	Heavy duty Text	B Select Letter (A-E)	4 #	\$ 234,064	\$ 936,256	25-30 #	2 #	21-26 #	G/D/BD/E/HG/CNG/OF	BD xx/xx/xxxx	6/1/2021 xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

### Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	2,012	Ford	Text	E-450	D Select Letter (A-E)	14 #	2 #	10 #	BD G/D/BD/E/HG/CNG/OF	139,852 #	sale Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Useful Life Benchmark by grant award Also include Right-sizing justification if applicable.
Vehicle Replaced 2	2,012	Ford	Text	E-450	D Select Letter (A-E)	14 #	2 #	10 #	BD G/D/BD/E/HG/CNG/OF	141,910 #	sale Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Useful Life Benchmark by grant award Also include Right-sizing justification if applicable.
Vehicle Replaced 3	2,006	Freightliner	Text	CTS	B Select Letter (A-E)	30 #	2 #	26 #	BD G/D/BD/E/HG/CNG/OF	391,287 #	sale Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Minimal Useful Life Mileage and Useful Life Benchmark by grant award Also include Right-sizing justification if applicable.
Vehicle Replaced 4	2,010	Champion	Text	CTS	B Select Letter (A-E)	30 #	2 #	26 #	BD G/D/BD/E/HG/CNG/OF	335,130 #	sale Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Useful Life Benchmark by grant award Also include Right-sizing justification if applicable.
Vehicle Replaced 5	2,010	Champion	Text	CTS	B Select Letter (A-E)	30 #	2 #	26 #	BD G/D/BD/E/HG/CNG/OF	294,588 #	sale Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Useful Life Benchmark by grant award



Vehicle Replaced 6	2,010 International xxxx	Hybrid Text	Text	B Select Letter (A-E)	4DRASAAN6BH335360 17 digits	30 #	2 #	26 #	Hybrid G/D/BD/E/HG/CNG/OF	279,061 #	sale	Good/Adequate/Marginal/Poor	award Also include Right-sizing justification if applicable. Marginal Vehicle has increased maintenance costs and decreased reliability; These will have exceeded Useful Life Benchmark by grant award Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

### Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable

### Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		<a href="#">SAMTD Coordinated plan</a>
Document 2		<a href="#">SAMTD STIFAC compliance</a> <a href="#">SAMTD vehicle acquisition policies</a> <a href="#">SAMTD Fleet Maintenance and Corridor Plan</a>
Document 3		<a href="#">District Wide Org Chart</a>
Document 4		
Document 5		
Document 6		
Document 7		
Document 8		
Document 9		
Document 10		

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 128739

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Oregon Department of Transportation  
Rail and Public Transit  
STIF Discretionary and Statewide Transit Network  
2/1/2019 deadline

**Tillamook County Transportation District  
TCTD Intercity Bus Service to Salem**

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

Submitted: 2/1/2019 11:54:57 AM (Pacific)

**Project Contact**  
Douglas Pilant  
[dpilant@tillamookbus.com](mailto:dpilant@tillamookbus.com)  
Tel: 503-842-3115

**Additional Contacts**  
none entered

**Tillamook County Transportation District**

3600 3rd Street, Suite A  
Tillamook, OR 97136

**General Manager**  
Douglas Pilant  
[dpilant@tillamookbus.com](mailto:dpilant@tillamookbus.com)

Telephone 503-815-8283  
Fax 503-815-2834  
Web <http://www.nworegontransit.org/agencies/tillamook-county-transportation-district/>  
EIN 93-1235175

**Application Questions** [top](#)

**Provider Information**

**1. Transit Agency Type**

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

**2. What is the main type of service that will be supported by this grant?**

- Fixed Route
- Demand Response
- Deviated Fixed Route

**Risk Assessment Information**

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

**3. Did your agency have any turnover of management or financial staff in the last 2 years?**

- Yes
- No

**4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?**

- Yes
- No

**5. What type of accounting system does your agency use?**

- Manual
- Automated
- Combined

**6. Does your agency have a system in place that will account for 100% of each employee's time?**

- Yes
- No

**7. Did your staff members attend required training and meetings during prior grant awards?**

- Yes
- No

**8. Was your agency audited by the Federal government in the past 2 years?**

- Yes
- No

**9. If yes, did the audit result in one or more audit findings?**

- Yes
- No
- N/A

**10. Did your agency stay on budget in the past two years?**

- Yes
- No

**Applicant Qualifications**

**11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)**

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

Tillamook County Transportation District (TCTD) was established by the Tillamook County Board of Commissioners under ORS 267.510 in July 1997. TCTD is governed by a 7-member Board of Directors who are elected at large and have the statutory authority to adopt public transportation plans, operational policies, adopt an annual budget, impose taxes and user fees, and execute contracts and intergovernmental agreements.

The TCTD administrative and operations activities are overseen by a general manager (Doug Pilant) who reports to the District's Board of Directors. Mr Pilant's transit career spans almost 30-years as a transportation planner, operations manager and has served as general manager for the past 7-years. An organizational chart has been provided for reference.

TCTD employees an accounting specialist (Tabatha Welch), a board clerk/human resources specialist (Cathy Bond). The District's public transportation services and vehicle maintenance are overseen by the operations superintendent (Brent Olson) who has 17-years transit experience. Brent is assisted by a operations coordinator (Clayton Norrbom) who manages the District's safety and driver training. Clayton's transit career spans 19-years of which 17 were at Utah Transit Authority and Anchorage Alaska People Mover. The District employees a lot attendant and service technician to maintain the fleet and 2 dispatchers who directly manage the drivers and transit visitor center.

## 12. Capacity to Maintain Compliance

By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

## 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

## 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.  
N/A

## Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

The proposed TCTD Route 60X Intercity Bus Service to Salem project funding request is intended to support the administration, operations, preventative maintenance and purchase of a replacement bus in FY 2020-21.

TCTD Route 60X operates 3 round trips 7 days per week between Lincoln City-Grand Ronde-Salem along the Salmon River Highway 18/22. Currently services do not operate on New Years, Memorial Day, Independence Day, Labor Day, Thanksgiving Day and Christmas Day. However, in FY 2019-20 TCTD will begin operating holiday service during the tourist season on Memorial, Independence, and Labor Days.

Route 60X serves the "Key Transit Hubs" of Grand Ronde, Downtown Salem Transit Mall and the Salem Amtrak/Greyhound Station. In Grand Ronde the 60X provides passengers connections to destinations to McMinnville, Newburg, Hillsboro, Sherwood and Tigard. At the Downtown Salem Transit Mall Passengers have connections to Cherritos, Cherritos Rural services (formerly CARTS) and SMART transit for services to/from Woodburn, Silverton, Stayton, Mt Angel and Wilsonville. Moreover, Route 60X provides passengers up to 15 interline connections to both Amtrak, Greyhound and Point to destinations to/from Eugene, Klamath Falls, Seattle, Spokane, Sacramento and Boise/Salt Lake City.

Passengers traveling to the Oregon Coast have convenient connections at Chinook Winds Casino in Lincoln City to/from Newport, Tillamook and Astoria.

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

TCTD has conducted several planning processes the past 5-years. Below is a list of plans the Board of Directors has adopted along with the adoption dates and pages that reference intercity bus service.

Long Range Transit Development Plan - Adopted August 18, 2016 - Page 40  
Intercity Service Enhancement Plan - Adopted October 18, 2018 - Page 5

Below is a link to all TCTD public transportation plans:<http://www.nworegontransit.org/tctd-plans/>

The Confederated Tribes of Grand Ronde are scheduled to have the CTGR Transit Development Plan adopted in mid-March 2019.

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.  
\$396,000

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary  
 STIF Intercommunity Discretionary  
 FTA Section 5311 (f) Intercity Discretionary

## Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

### 19. Describe how the project supports and improves access for vulnerable populations.

The Route 60X (Coastal Connector) service began operations on March 2, 2014. About 1-year later, TCTD conducted an onboard survey to develop a baseline profile of the riders using the service at that time. Below is a summary of riders who most likely could be categorized as being a member of the vulnerable population being served by this service.

- 83% Would not make the trip unless transit was available
- 39% Annual household income was less than \$15,000
- 56% Senior Citizen or Persons with Disabilities
- 39% Hispanic or tribal members
- 39% No driver license
- 39% No operating vehicle within the household

#### Trip Purpose

- 44% Social/recreation
- 8% Work
- 3% Medical appointment

When asked what service changes could be made that would improve the service the respondents said:

- Earlier AM service
- Later PM service
- Extend Route 60X from Spirit Mountain Casino to Salem
- Operate same time schedule 7-days per week

In 2015-16 TCTD conducted an Intercity Transit Service Enhancement Plan to evaluate this new service and in August 2016 TCTD conducted a 2nd onboard customer survey. This survey was designed to gain a broader perspective about trip purposes, what destinations passengers were traveling to/from along with connections to other transit services.

The survey revealed that 67% of the riders would not have been able to make their trip if transit service were unavailable. Below are a list of Route 60X passenger trip purposes:

- 33% Social/recreation
- 13% Work
- 13% Shopping
- 3% Medical

#### Route 60X Passenger Profile

- 19% Confederated Tribes of Grand Ronde or Siletz Indians tribal members
- 36% Senior Citizens or Persons with a Disability

When reviewing how this project supports vulnerable population related trips in the onboard customer survey the following themes emerged:

- 1) Passengers are using the service to travel to jobs in Lincoln City, Spirit Mountain and Salem. These same passengers travel to their jobs from their homes in Lincoln City, Yamhill County and Salem.
- 2) Several passengers from Grand Ronde rode the bus to grocery shop at Safeway in Lincoln City since there isn't a grocery store in Grand Ronde.
- 3) Lincoln County residents used the bus to get to medical appointments in McMinnville and Salem

On January 2, 2018 TCTD implemented a revised schedule with the above service change recommendations. The YTD result has been a 90% ridership increase and a 134% in fare revenue.

20% of trips m

## Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

**20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.**

TCTD collaborates with multiple agencies to coordinate services and share resources. Below is a description of the agencies TCTD has ongoing collaboration and resource sharing:

**Salmon River Highway Travel Options Planning Advisory Committee:**

The advisory committee consists of members from Yamhill County Transit, Cherriots, TCTD, Lincoln County Transit, the Confederated Tribes of the Siletz Indians (CTSI), and the Confederated Tribes of Grand Ronde (CTGR). TCTD participated with the above partners in the development of the Plan.

Since TCTD had an active ODOT intercity grant agreement the District agreed to become the Route 60X provider. TCTD continues to participate with the partners to oversee and plan the project's development.

**Northwest Oregon Transit Alliance (NWOTA):**

NWOTA is an Intergovernmental Agreement (IGA) between TCTD, Sunset Transportation Empire District (SETD), Lincoln County Transit (LCT), Benton Rural Transit (BRT) and Columbia County Rider CCR). NWOTA activities are overseen by a Coordinating Committee that consists of the managing director of each member agency. The Coordinating Committee meets monthly to coordinate, market and brand the 5 counties collective transit services as a single NW Connector service. An NWOTA map has been uploaded for review.

**Partnership between TCTD, ODOT, Confederated Tribes of Grand Ronde and the Siletz Indians:**

TCTD has been the designated transportation provider and Section 5311(f) grant recipient for the Route 60X service. The Confederated Tribes of Grand Ronde and Siletz Indians provide the projects matching funds.

NWOTA shares a website designed to brand the agencies services as a the NWConnector and provides a trip planner. The website also features Trip Ideas and provides local upcoming event information. Each agency's individual websites are hosted within the website.

NWOTA shares a website designed to brand the agencies services as a the NWConnector and provides a trip planner. The website also features Trip Ideas and provides local upcoming event information. Each agency's individual websites are hosted within the website.

TCTD services interline with both Amtrak and Greyhound in Salem. TCTD currently has an interline agreement with Greyhound for passengers across North American can book their trips the entire trip.

**TCTD and Cherriots:**

TCTD has an agreement with Cherriots to serve the Downtown Transit Mall. Cherriots has also dedicated a bay at the Transit M

**Statewide Transit Network**

(Score weights: Discretionary = 10%, STN = 30%)

**21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.**

The TCTD Route 60X intercity service supports the statewide transit network, improves the passenger experience, benefits multiple transit providers and creates a foundation for future statewide transit network improvements in the following ways:

- 1) This project supports the utility of the statewide transit network by providing transit service to residents living in the rural Oregon Coastal communities of Tillamook and Lincoln counties access to the two designated transit hubs in Grand Ronde and Salem at the Downtown Salem Transit Mall, and the Salem Amtrak/Greyhound Station.
- 2) TCTD's participation in the NWOTA IGA has resulted in passenger experience improvement by providing a seamless transit experience to people traveling on Route 60X to destinations in Yamhill, Lincoln, Clatsop and Tillamook counties.
- 3) Route 60X provides convenient connections at the Downtown Salem Transit Mall to Cherriots Regional services where people can travel to and from destinations throughout Marion and Polk counties.
- 4) Route 60X provides up to 15 interline connections to Amtrak/Greyhound at the Salem Amtrak/Greyhound Stations where people can travel to and from destinations to Portland, Eugene, Seattle, Salt Lake City, Sacramento and Spokane.
- 5) Route 60X provides connections for passengers traveling to and from destinations in Yamhill County such as McMinnville and Newburg as well as MAX/TriMet/WES connections in Hillsboro, Sherwood and Tigard.

**Funding and Strategic Investment**

(Score weights: Discretionary = 20%, STN = 10%)

**22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.**

*Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.*

The CTSI and CTGR provide the local matching funds for the Route 60X Intercity Service. CTGR provides \$180,000 overmatch to fund 3 trips per weekday between Grand Ronde and Salem. This investment has established viable intercity transit service for residents who rely upon public transportation to travel between the Oregon Coast and Willamette Valley. There are many CTSI and CTGR Tribal members living along the Hwy 101 and Salmon River Highway corridors (such as Rose Lodge) who need affordable access to medical services, shopping, employment opportunities and the ability to visit friends and family. The Route 60X also provides rural residents with connections to both Amtrak and Greyhound and provides viable connections to other destinations in Yamhill, Lincoln and Tillamook counties.

**23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?**

*If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.*

N/A

**Environmental and Public Health**

(Score weights: Discretionary = 15%, STN = 10%)

**24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.**

Route 60X reduces greenhouse gas emissions, reduces pollution and supports positive outcomes in the following ways:

- 1) The NWOTA partners received a US Department of Energy Grant to measure how the benefits of multiple transit agencies collaborating to improve regional services could reduce greenhouse gases. David Evans & Associates built NWOTA a model to measure greenhouse and pollution reductions. A copy of the most recent analysis in 2017 has been uploaded for review. The NWOTA partners are currently in the process of calibrating its model. TCTD has determined the average passenger trip length on Route 5 is 36 miles. TCTD has also determined approximately 40% of riders had other travel modes available for them to take their trips.
- 2) See above answer for reducing pollution.
- 3) Route 60X supports positive health benefits by providing approximately 3 to 5 percent of riders transportation to/from medical appointments. Additionally, riders walk and bicycle to/from bus stops which promotes physical activity.
- 4) TCTD is planning to purchase a propane powered replacement bus. Propane fuel will reduce gasoline powered vehicle greenhouse gases by 24% and Carbon Monoxide by 60%. Since this will replace a diesel bus the reduction will be even greater.

**Safety, Security, and Community Livability**

(Score weights: Discretionary = 25%, STN = 10%)

**25. Describe how the project increases use and participation in active transportation, including public transportation.**

The TCTD Route 60X will increase usage and participation in active transportation for intercity transit, regional transit, bicycling/walking to/from public transportation.

Each year there are more than 20,000 bicyclists who visit the Oregon Coast. Many of these bicyclists use TCTD to travel to/from Salem as well as other out-of-area destinations. NWOTA partners are also active participants in updating the ODOT Oregon Coast Bicycle Plan. Moreover, NWOTA partners recently adopted a NW Connector (system-wide) bicycle policy to ensure there is a uniform policy throughout the NW Oregon region for passengers traveling with bicycles. Next, NWOTA advertises each year on the BikePortland.org website. Finally, the NWOTA partners recently adopted a 5-county Bicycle Policy to ensure that bicyclists will experience a uniform bicycle policy when traveling throughout NW Oregon. A copy of the bicycle policy has been uploaded for review.

For the past several years, Oregon's coastal communities have been focused on how to manage the impact of tourism traffic congestion in their communities. Public transportation and alternative transportation modes such as bicycling have been recognized a pieces of the solution. This year's Tillamook Coast Visitor Guide is dedicating 2 full-size pages to feature the NW Connector service free of charge to NWOTA. These 2 pages will explain to visitors "What is the NW Connector" and "how to plan your trips" using the Connector service. The Guide has a distribution of 80,000 guides throughout NW Oregon.

Finally, NWOTA develops and implements an annual marketing campaign to promote the NW Connector service and build brand awareness.

**26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.**

The purchase a propane powered replacement bus will improve the safety, cost effectiveness, efficiency and reliability of the Route 60X service by reducing preventative maintenance costs, reducing the fleets average mileage and age. This investment will also implement the State's Transit Asset Management statewide fleet standards by reducing the average age and mileage of the Statewide fleet. Propane engines are more reliable than diesel engines with DEF systems.

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

**27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.**

*For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A.*

TCTD is scheduled to replace Bus #301 in FY 2020-21 with a propane powered replacement bus. Bus #301 will exceed its mileage standard within FY 2019-20. TCTD does not have a dedicated backup bus for Route 60X. Once a new replacement bus has been purchased and delivered Bus #301 will be inspected to make sure its in good working order and will then become the dedicated Route 60X backup bus.

**Budget and Project Tables [top](#)**

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$ 220,000	\$ 176,000	\$	\$ 44,000	\$	\$ 440,000
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$ 560,000	\$ 172,000	\$	\$ 172,000	\$ 180,000	\$ 1,084,000
Preventive Maintenance	\$ 60,000	\$ 48,000	\$	\$ 12,000	\$	\$ 120,000
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 840,000</b>	<b>\$ 396,000</b>	<b>\$ 0</b>	<b>\$ 228,000</b>	<b>\$ 180,000</b>	<b>\$1,644,000</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$ 560,000	50 %	\$ 280,000	\$ 280,000	CTSI and CTGR Text	\$ 180,000	Yes Yes/No	7/1/2019 xx/xx/xxxx	0 %	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$ 280,000	20 %	\$ 224,000	\$ 56,000	TCTD Capital Reserve Text	\$	Yes/No	7/1/2019 xx/xx/xxxx	0 %	100 %

**Vehicle Purchase**

Vehicle Purchase	Vehicle Purchase VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Replacement Only answer if replacing vehicle	4UZADRDU6ECFU3691	Freightlin	Glaval B Select Letter (A-E)	1 #	\$ 220,000	\$ 220,000	28 #	3 #	25 #	G/D/BD/E/HG/CNG/OF	12/1/2019	9/1/2020	378,450	1/27/19	Only answer if purchasing used vehicle	Poor Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement Only answer if replacing vehicle			Select Letter (A-E)	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

## Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	2,014	Freightliner	Glaval	D Select Letter (A-E)	4UZADRDU6ECFU3691	28 #	2 #	24 #	D G/D/BD/E/HG/CNG/OF	378,450 #	Sale	Good/Adequate/Marginal/Poor	Poor Bus #301 has been maintained on a regular basis. The bus's DEF system needs to be R & R'd approximately every 150,000 miles. Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

## Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Expected Delivery Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				☐ If Applicable

## Document Upload [top](#)

### Documents Requested \*

- Document 1
- Document 2
- Document 3
- Document 4
- Document 5
- Document 6
- Document 7
- Document 8
- Document 9
- Document 10

Required?

### Attached Documents \*

- [TCTD Organizational Chart](#)
- [TCTD Greenhouse Gas 2017 Calculation](#)
- [NWOTA Service Area](#)
- [NWOTA Bicycle Policy](#)

\* ZoomGrants™ is not responsible for the content of uploaded documents.

Application ID: 132645

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