Tillamook County Transportation District
TCTD Intercity Bus Service to Portland

Tillamook County Transportation District
3600 3rd Street, Suite A
Tillamook, OR 97136
General Manager
Douglas Pilant
dpilant@tillamookbus.com

Additional Contacts
none entered

Application Questions

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.0Keele@dot.state.or.us for assistance.

3. Did your agency have any turnover of management or financial staff in the last 2 years?
   - Yes
   ✔ 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
   ✔ Yes
   - No

9. If yes, did the audit result in one or more audit findings?
   - Yes
   ✔ Yes
   - No
   ✔ No/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 CRS 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.
The District's public transportation services 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 18 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?
   c 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 5 Intercity Bus Service to Portland project funding request is intended to support the administration, operations, preventative maintenance and purchase of a replacement bus during the FY 2019-2021 Biennium.

The TCTD Route 5 intercity bus service project operates 2 round trips 7 days per week between Tillamook and Portland along the newly designated Highway 6 “Trees to Sea” Scenic Byway and Highway 26 (Sunset Hwy). 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 be expanding holiday service to operate the tourist season holidays on Memorial, Independence, and Labor Days.

Route 5 serves the “Key Transit Hubs” of Sunset Transit Center in Beaverton and Union Station in Portland. The Sunset Transit Center stop provides passengers with convenient connections to and from Portland International Airport as well as other destinations throughout the Portland Metro Area via MAX and TriMet services. Moreover, Route 5 interline with Amtrak at Union Station and at the downtown Greyhound Station. Route 5 also has scheduled stops in Banks, North Plains and in Hillsboro at NW 185th Ave. Route 5 also provides convenient connections in Tillamook for passengers traveling to and from the cities of Lincoln City/Newport/Yachats and Cannon Beach/Seaside/Astoria.

If the Route 5 service was not to be funded service would be suspended on June 30, 2019 thus creating a gap in the Statewide Transit Network. Route 5 is a “trunk route” that feeds all TCTD routes. Suspension of Route 5 services would result in up to a 50% ridership decline on the Route 4 (Tillamook to Lincoln City) service and ridership would decline by 25% on all other TCTD routes.

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 have adopted along with the adoption dates and pages that reference intercity bus service.

   - Long Range Transit Development Plan - Adopted August 18, 2016 - Page 40
   - Coordinated Human Services Plan - Adopted October 21, 2016 - Page 69
   - Intercity Service Enhancement Plan - Adopted October 18, 2018 - Page 17

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

17. What is the minimum award amount that will still allow your project to proceed?
   Enter an amount in dollars:
   432,000

18. Select the fund source(s) that you think best aligns with your application.
   Check all that apply
   c STIF Discretionary
   ✔ STIF Intercommunity Discretionary
   ✔ FTA Section 5311 (f) Intercity Discretionary

Equity and Public Transportation Service to Low Income Households
(Store weights: Discretionary = 20%, STN = 10%)

19. Describe how the project supports and improves access for vulnerable populations.
   TCTD periodically conducts onboard travel surveys to develop a customer profile of riders to determine how Route 5 services are being utilized by customers including Tillamook County's vulnerable populations. Below is a summary of riders being served by TCTD Route 5:

   58.3% reported they would not be able to make the trip unless transit was available
   56% of riders lived in households with an annual income less than $15,000
   61% of the riders reported their household with no automobile
   58.3% reported they would not be able to make the trip unless transit was available

   Trip purposes:
   - 39.5% social and recreation
   - 22.6% shopping
   - 22.1% work
   - 9.7% School/College
   - 12% Medical

   Transferring to other services:
   - 55% MAX/TriMet
   - 5.3% CTRAN/Sandy Area Metro/The Breeze/Portland Street Car
   - 16.4% Amtrak and Greyhound
   - 10.4% Lincoln County Transit via the TCTD Route 4 connection to Lincoln City

   Eastbound Boardings:
   - 74% Tillamook
   - 12% Banks/North Plains
   - 14% Hillsboro

   Westbound Boardings:
   - 70% Amtrak/Greyhound
   - 21% Sunset Transit Center
   - 7% Hillsboro
   - 2% North Plains

   The TCTD STIF Plan's Low Income Household Estimate by Census Tract concluded that 40% of all Tillamook County households (4,100) are below the Federal 200% Poverty Guideline. Below is a link to the TCTD Low Income HH Survey:

   In 2015 TCTD conducted a Title XI Survey analysis that revealed that bus service to Portland was important for people traveling their for medical appointments. The Title XI analysis also recommends adding an additional late afternoon trip to Portland to provide people adequate time during the day to get to their doctor appointments and get home the same day.

Coordination of Public Transportation Services
(Store 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 actively collaborates with multiple agencies throughout NW Oregon to coordinate services and share resources. Below is a description of the agencies TCTD has ongoing collaboration and resource sharing:

### Northwest Oregon Transit Alliance (NWOTA):

NWOTA is an Intergovernmental Agreement (IGA) between TCTD and the other charter members: Sunset Transportation Empire District (SETD), Lincoln County Transit (LCT), Benton Rural Services (BRS) and Columbia County Rider (CCR). NWOTA is managed by a Coordinating Committee that consists of each agency managers directing the committee. The Coordinating Committee meets monthly to coordinate, market and brand the 5 counties collective transit services as a single NW Connector service. A map of the NW Connector service has been uploaded for review. All TCTD routes are highlighted in RED including RT 5.

NWOTA members share and maintain a website designed to brand the agencies services as a single service. In addition, the website provides a trip planner, featured trip ideas and upcoming events pages. Moreover, the website hosts each agency’s website to provide visitors easy access to specific information about the transit agency they are interested in learning more about. The website can be reviewed at www.nwconnector.org

### TCTD services

TCTD services interline with both Amtrak and Greyhound in Portland. TCTD currently has an interline agreement with Greyhound for passengers across North American can book their trips the entire trip. Finally, for the past 7 years TCTD and LCT have shared the cost to extend TCTD Route 4 service from Neskonlith Chinook Winds in Lincoln City. Since implementation, this service extension has resulted in a 150% ridership increase between Tillamook and Lincoln City. A large percentage of this increase are from riders who’s trip originated in Portland and their destination is locations in Lincoln County.

### TriMet and ODOT:

For the past 17 years TCTD has had an agreement with TriMet to serve the Sunset Transit Center in Beaverton. In 2016 the District granted the ODOT POINT service permission to share the bus stop in an effort to improve passenger service to Cannon Beach, Seaside and Astoria.

### Ride Connection:

TCTD has a Transit Service Agreement with Ride Connection to stop in both Banks and North Plains to provide the residents of these two communities access to public transportation. Residents use Route 5 to travel between the 2 communities as well as destinations throughout the Port

### 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 5 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) Route 5 supports the utility of the statewide transit network by providing transit service to residents living in the rural Oregon Coastal communities by providing them access to two designated transit hubs of Sunset Transit Center in Beaverton and Greyhound and Amtrak at Union Station in downtown Portland. Route 5 provides riders with convenient connections to Amtrak, Greyhound, TriMet, MAX, CTRAN, and Sandy Area Metro. Finally, Route 5 also provides riders a connection at Sunset Transit Station to the Point service for passengers traveling to Cannon Beach, Seaside and Astoria.

2) Route 5 stops in Banks and North Plains to provide residents of these communities public transportation to destinations to and from the Portland Metro area. Route 5 is positioned to be a foundation from which other services such as the potential expansion of Ride Connections West Link service to the Hillsboro Transit Station where passengers could travel to destinations in Yamhill County via YCTA.

3) TCTD’s participation in the NWOTA NW Connector service has resulted in passenger experience improvement by providing a seamless transit experience to people traveling on Route 5 to destinations in Lincoln and Clatsop counties. Route 5 connections in Tillamook are synced to provide passengers with connections to Lincoln County at Chinook Winds in Lincoln City and Sunset Empire Transit District in Cannon Beach.

### Funding and Strategic Investment

(Score weights: Discretionary = 30%, 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 TCTD Route 5 operations have been an ongoing benefit to the Statewide Transit Network. ODOT’s investment since its inception in October 1994 with a $112,000 ODOT intercity grant to purchase a bus restate the Greyhound service between Tillamook and Portland that had been discontinued in the mid 1980’s. For the past 24 years Route 5 has been the lifeline transit service for many residents of the region’s coastal communities.

Initially, Route 5 service consisted of 2 round trips each week. Route 5 has continued to grow in both service and ridership and in 2012 expanded to provide 2 round trips per day 7 days per week. ODOT and TCTD continue to provide a solid return on investment due to Route 5’s annual average farbox return 35%. During peak tourist season the farbox returns exceeds 50%.

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 Nil.

Not applicable

### 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 5 reduces greenhouse gas emissions, reduces pollution and supports positive outcomes in the following ways:

1) In 2010-11 the NWOTA partners received a US Department of Energy Grant to organize and brand their respective transit services as a regional service would reduce greenhouse gases. David Evans & Associates developed a model for the NWOTA partners to measure the before/after implementation results. The most recent analysis was conducted in 2017 and copy of the NWOTA results have been uploaded. Over the past 7 years there have been several changes implemented to the NW Connector service and the NWOTA partners have begun a year long ON/OFF Study of each NW Connector route to re-calibrate the models average passenger trip length.

TCTD has also determined approximately 40% of riders had other travel modes available for them to take their trips.

2) The FY 2014-15 onboard customer survey concluded that approximately 40% of Route 5 riders had other transportation modes available to them. This indicates these riders reduced the number of vehicles traveling on the road thus contributing to a reduction in air pollution.

3) In addition, the FY 2014-15 onboard customer survey concluded that about 12% of riders traveling on Route 5 were traveling to and from doctor appointments. There was a passenger (from Coosside) who responded to the survey and they were traveling to Sunset Transit Station where he would meet a taxi or walk to the nearby Providence Hospital for his Cancer Treatment. Afterwards, he would return to Cooside via Route 5. Moreover, during the Title VI Study the District learned there is a need to establish an additional Route 5 trip that leave later in the afternoon so that people won’t be forced to find housing when their medical appointments are done after the last bus leaves Portland.

4) TCTD is planning to invest in clean energy vehicles and is planning to develop plans to construct a propane fueling station and begin purchasing propane powered buses. This proposal includes purchasing a propane powered replacement bus.

### 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 5 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 PDX or other Portland destinations. 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 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 as 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.

This project includes purchasing a propane powered replacement bus to improve the safety, cost effectiveness, efficiency and reliability of the District’s Route 5 service. Propane powered vehicles are proving to be more reliable than diesel powered engines that require DEF systems. This project will therefore improve service reliability, reduce preventative maintenance costs as well as reduce the fleets average mileage and age. This investment will also help to implement the State’s Transit Asset Management statewide fleet standards.
**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 Capital Plan has scheduled to replace Bus #34 in FY 2020-21. Bus #34 will exceed both the mileage and age standards in FY 2020-21. This project has also been included in the District’s STIF Plan fund the local match with STIF.

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**Budget and Project Tables**

### Project Category and Fund Source

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<thead>
<tr>
<th>Project Category</th>
<th>Project Cost</th>
<th>Other Fund Source (Federal)</th>
<th>Other Fund Source (State)</th>
<th>Other Fund Source (Local)</th>
<th>Other Fund Source (Other)</th>
<th>Project Category Totals</th>
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<td>Vehicle Purchase - Expansion</td>
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### Project Totals and Match Rate

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<th>Fund Source</th>
<th>Total Project Amount (Grant Amount + Match Amount)</th>
<th>Match Rate</th>
<th>Grant Amount</th>
<th>Match Amount Match Sources</th>
<th>Overmatch Amount (if Any)</th>
<th>Match Funding is available if project is awarded?</th>
<th>Date match available</th>
<th>% of Funds used for Demand Response Transportation</th>
<th>% of Funds used for Fixed Route Transportation</th>
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<td>$0</td>
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### Vehicle Purchase

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<th>Vehicle Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
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<th>ADA Stations Deployed</th>
<th>Fuel Type</th>
<th>Estimated Order Date</th>
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<td>G/D/B/E/H/G/CNG/OF</td>
<td>9/15/2020</td>
<td>394,177</td>
<td>1/31/2019</td>
<td>TCTD</td>
<td>Poor</td>
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<td>Ford</td>
<td>Glaval B Select (A-E)</td>
<td>1</td>
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<td>1/31/2019</td>
<td>TCTD</td>
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**Note:** Only answer if purchasing used vehicle.
### Vehicle Replacement Information

<table>
<thead>
<tr>
<th>Vehicles to Be Replaced</th>
<th>Year Make</th>
<th>Model</th>
<th>Vehicle Category</th>
<th>VIN</th>
<th>Seats</th>
<th>ADA Stations</th>
<th>ADA Stations Deployed</th>
<th>Fuel Type</th>
<th>Vehicle Mileage</th>
<th>Disposal Type</th>
<th>Vehicle Condition</th>
<th>Vehicle Maintenance History</th>
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<td>Sale/Donate/Salvage</td>
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### Equipment, Bus Stop Amenities, and Other Assets

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<th>Equipment, Signs, Shelters, Facilities, Land</th>
<th>Item Description</th>
<th>Model Number</th>
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<th>Estimated Unit Cost</th>
<th>Total Cost</th>
<th>Expected Order Date</th>
<th>Expected Delivery Item Date</th>
<th>Location</th>
<th>Lot Size</th>
<th>Square Footage</th>
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<td>If Applicable</td>
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</tr>
</tbody>
</table>

### Documents Requested

- **Document 1**: TCTD Organizational Chart
- **Document 2**: Connector Greenhouse Gas Calculator
- **Document 3**: NW Connector Service Area
- **Document 4**: NWOTA Bicycle Policy
- **Document 5**: 
- **Document 6**: 
- **Document 7**: 
- **Document 8**: 
- **Document 9**: 
- **Document 10**: 

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Application ID: 131793