

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

Grant County Transportation District Expansion Vehicle

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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."

Grant County Transportation District (GCTD) is the Qualified Entity for Grant County. GCTD was formed as a Transportation District through ORS 267.080 -- 267.510 on December 5, 1990. GCTD is governed by a Board of Directors (BOD) comprising of seven members who are elected At-Large. The BOD set policy and procedure as recommended by the District Manager, with guidance from Special Districts Association of Oregon, ODOT RPTD, FTA, and FMSCA.

GCTD employs 1 District Manager, 1.5 Dispatchers, 10 Drivers & 1 contract bookkeeper.

GCTD currently has five 12 passenger cutaways, two 18 passenger cutaways, one 8 passenger Ford Transit and two minivans, all ADA. January 16, 2019 GCTD started two fare free deviated fixed routes with the STIF formulary that supports the need for an additional vehicle.

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."

Category C, 25 passenger, 2 ADA station Diesel bus. Useful Life Minimum 7 years or 200,000 miles.

GCTD does not currently have any vehicles in reserve, as a result if we have a breakdown services are affected. With the addition of the new fare free deviated routes to the many current existing services, the need for an expansion vehicle is even greater. Currently minivans are having to be used as backup when they are not in use for NEMT and their seating capacity is only 5 passengers or 1 ambulatory and 1 ADA passenger. Smaller vehicles serving as backup also require more drivers to be on the road - increasing costs overall.

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

See guidance for exemptions to this requirement.

Grant County Coordinated Human Service Public Transportation Plan 6/2016 pg 41 & 50

STIF Priority List: <https://grantcountypeoplemover.com/priority-explanation/>

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

Enter an amount in dollars.

\$130,000

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.

This project increases access to our public transit system by adding to our existing fleet. Our largest vehicles current capacity is 18 passenger. With the addition of two fare free Deviated Fixed Routes, partnership with Umatilla County to expand ridership on our John Day to Walla Walla Route, and our planned intercommunity connection from John Day to Ontario the addition of this expansion vehicle will allow us to increase ridership by increasing occupant capacity. This vehicle will be ADA accessible, and has a 7 year, 200,000 mile useful life.

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.

In addition to increasing the ability to add ridership on the two fare free deviated fixed routes in the John Day Valley, this vehicle would also offer the ability to increase seat capacity on our current intercommunity connections to Prineville/Bend/Redmond, Pendleton/Walla Walla, Burns, Baker City and our new planned intercommunity connection to Vale/Ontario which allows statewide mobility options. On the fare free Deviated Fixed Routes we coordinated with multiple health and social service providers to ensure appointment attendance.

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 expansion vehicle will have increased passenger capacity, which will decrease wait time at stops as a smaller vehicle may be at capacity which improves passenger experience and contributes to continued use and potential increased use of public transit.

An expansion vehicle will also allow for GCTD to have a vehicle in reserve for breakdowns.

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.

This vehicle's useful life is listed as 7 years, 200,000 miles. Once ordered and delivered, it will last an additional 3-4 biennia.

GCTD does not currently have any vehicles in reserve, as a result if we have a breakdown services are affected. With the addition of the new fare free deviated routes, the need for an expansion vehicle is even greater. Currently minivans are having to be used as backup when they are not being used for NEMT, and their seating capacity is only 5 passengers or 1 ambulatory and 1 ADA passenger. Smaller vehicles serving as backup also require more drivers to be on the road - increasing costs overall.

The match will come from current Cash on Hand in our Vehicle Reserve Fund. Future funding for maintaining the vehicle will come from contract revenue and 5310 funding for Preventive Maintenance.

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 capacity on our public transportation vehicles, we potentially reduce the number of single occupant vehicle trips. This assists in reducing pollution and offers passengers additional modes of transportation which includes walking or biking for the first mile/last mile on the fare free deviated fixed routes, reducing congestion and decreasing the wear and tear on infrastructure.

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.

Our current vehicle capacity is 18 passengers. A larger vehicle will allow us to increase ridership without having to add additional lines to the routes, which also reduces or controls costs. It will also allow GCTD to have an additional vehicle in service in the event of a breakdown of a different vehicle.

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

Public transportation is safer than single occupant travel. Public transportation is safer than travel in a single occupant vehicle. The Bureau of Transportation Statistics (BTS) reports that, in a typical year, a transit passenger is 40 to 70 times less likely to be killed or injured when riding public transportation than driving or riding in a motor vehicle. In addition to the potential to decrease single occupant travel by adding capacity to our fleet, having a newer vehicle reduces costs associated with breakdowns. This vehicle will also be equipped with audio and video surveillance for passenger safety, as well as be ADA accessible increasing disabled individuals ability to safely enter and exit the vehicle. It will also allow GCTD to have an additional vehicle in service in the event of a breakdown of a different vehicle.

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. Category C, 25 passenger, 2 ADA station Diesel bus. Useful Life Minimum 7 years or 200,000 miles.

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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	\$ 117,000	\$	\$	\$ 13,000	\$	\$ 130,000
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
Total	\$ 117,000	\$ 0	\$ 0	\$ 13,000	\$ 0	\$130,000

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)	\$ 130,000	10 %	\$ 117,000	\$ 13,000	Cash on Hand Text	\$	yes Yes/No	07/01/2019 xx/xx/xxxx	0 %	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)	1 #	\$ 130,000	\$ 130,000	25 #	2 #	22 #	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	11/01/2019	12/31/20	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	\$ 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	\$ 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	Expansion/Replacement	Only answer if	Text	Text	Select Letter (A-	#	\$ 0	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx			Only answer if	Only answer if	Only answer if	Only answer if

