Washington County

Community Transit and Demand Response System Technology Capital Improvements

Jump to: Application Questions, Budget and Project Tables, Document Upload

Submitted: 1/31/2019 4:56:08 PM (Pacific)

Project Contact
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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.OKeefe@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

Washington County

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Hillsboro, 97124

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EIN: 936002316
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."

Under Statewide Transportation Improvement Fund (STIF) rules (OAR 732-040-6005(24)) Washington County is defined as a Public Transportation Service Provider and the eligible recipient of STIF proceeds. Washington County Board of Commissioners approved the selection of Ride Connection as the County’s Public Transportation Provider (sub-recipient) for transit service funded by STIF in the rural area and regional coordination service for first/last mile connections in the urban area. As the fiscal agent Washington County Department of Land Use & Transportation has the capacity and familiarity in managing contracts and overseeing project delivery. Specifically, Washington County will create and maintain all expenditure records in accordance with generally accepted accounting principles, in sufficient detail to permit ODOT to verify how the STIF funds were expended.

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.

Ride Connection, Inc., is a private non-profit organization, incorporated in the State of Oregon as a 501(c)(3) corporation with federal tax exempt status. Since its incorporation in 1988, Ride Connection has successfully delivered on State of Oregon and Federal Transit Administration grants either as a primary applicant or sub-recipient. These grants include awards from sections 5309, 5310, 5311 and CMAQ funding for Transportation Demand Management projects. Ride Connection has been an exemplary sub-recipient of grant funding from ODOT, TriMet and the TriMet or Metro regional MPO and has acted as a key coordinating entity for the distribution of State of Oregon Special Transportation Funds in the tri-county region. It has supported the associated contract management for over 30 partner service agencies. Ride Connection will serve as the lead agency on the implementation of this project.

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.”

In response to regional demand for first/last mile services in both residential and employment areas, Ride Connection has expanded the availability of deviated fixed route services in Washington County. National Transit Database reporting has also created a need to update data collection and reporting. The way customers, schedulers and drivers interact with technology is also rapidly evolving. New opportunities to utilize technology to improve the customer experience, create operating efficiencies and increase accessibility through effective coordination and data exchange are now available.

This is a planning and capital improvement project to provide a better passenger experience including user interface, real-time arrival information and multiple trip request and trip confirmation options. Passenger and driver safety will also be improved by the integration of onboard cameras.

New software and equipment will improve on time performance and operational efficiency with real-time data for route optimization and schedule adjustments, mobile-device-based trip requests, computer-aided dispatch and automatic vehicle location. Data quality will be improved through updated driver-facing technology, automated passenger counters, improved post-trip data management, and more streamlined reporting of performance measures.

Phase I – 7/1-12/31/2019

Technology and Needs Assessment - complete an inventory, needs assessment, and proposed high-level implementation roadmap to inform the development of requests for proposals for selecting vendors. This work will recommend directions for scheduling/dispatching software and passenger record management for Ride Connection’s deviated fixed route service as well as its array of eligibility-based demand responsive services. Final deliverables will include a survey of current off-the-shelf solutions and cost benefit analysis of single-vendor end-to-end solutions versus a variety of more modular multi-vendor approaches.

Equipment Purchase - Onboard cameras for community connector vehicles.

Phase II – 1/1/2020 – 6/30/2021

Management and implementation - A qualified technology PM will be added to the team whose responsibility will be:

- Advisory committee development - providers, stakeholders and consumers
- Document data requirements
- Manage procurement processes
- Facilitate vendor selection
- Coordinate implementation
- Support training of existing staff
- Assess, prepare and document new tasks for transit agency staff which might include:
  - Ongoing monitoring of GPS/buses reporting
  - Reviewing system reports for schedule adherence and potential adjustments
  - Train drivers/dispatchers

Software Procurement - Depending on the analysis completed in Phase I, and selected vendor(s), procurement could include: software licenses, initial software subscriptions (under a software as a service model), or software development.

The main objective will be to complete a transition to a new deviated fixed route system that, at a minimum, will include:

- Route management options
- Intuitive user interface
- Dispatch console features
- In-vehicle tablet software features
- Deviation management
- Interface and interoperability
- Performance measurement and reporting

The priority will be on the implementation of a new solution to support deviated fixed route service. The evaluation made in Phase I on the feasibility of integrating this new solution with one which also supports

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

See guidance for exemptions to this requirement.

This project is included in the Regional Coordinated Transportation Plan adopted in June of 2016 by the TriMet Board of Directors. It specifically addresses the following strategies, Table 5-1 pages 95-96:

- Encourages the use of fixed route transit
- Improves the customer experience
- Addresses safety and security concerns at transit facilities and on vehicles

https://trimet.org/meetings/stfac/#ctp

In addition it supports Community Connector services that are identified in TriMet’s Westside and Southwest Service Enhancement Plans, which directly addresses action 21 in table 5-5 of the Coordinated Transportation Plan. The integration of technology also addresses action 26 in table 5-5 of the Coordinated Transportation Plan.

https://trimet.org/future/west.htm

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

Enter an amount in dollars.

Minimum award amount: $142,250
18. Select the fund source(s) that you think best aligns with your application.
Check all that apply
✔️ STIF Discretionary
e STIF Intercommunity Discretionary
e FTA Section 5311 (f) Interally 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 improves and expands service to vulnerable populations, including low income riders, older adults and people with disabilities. The four areas in Washington County with existing deviated fixed route service shows the following characteristics based on 2016 census data and a 2018 ridership survey:

**Forest Grove (Grovelink):**
- 46% of the households are at 200% poverty or below.
- Approximately 64% of the nearly 7,500 jobs accessed by Grovelink are starting wage jobs (earning less that $40,000 per year).
- The Grovelink currently serves seven census block group with high equity needs (low-income, communities of color, youth and older populations)
- 31% of riders surveyed identify as having a disability.

**North Hillsboro:**
- Rapidly growing and adding many jobs, especially starting wage jobs.
- Approximately 32% of the nearly 11,000 jobs accessed by the North Hillsboro Link were starting wage jobs.
- The North Hillsboro Link serves one census block group with high equity needs.
- 34% of riders surveyed identify as Hispanic, African American or Asian
- 74% of riders surveyed connect to another transit service

**Tualatin:**
- A majority of the census block in Tualatin are identified as consisting of high equity needs populations.
- Approximately 33% of the households are at 200% poverty or below.
- Approximately 45% of the over 9,500 jobs accessed by the Tualatin Shuttle were starting wage jobs.
- The Tualatin Shuttle currently serves five census block group with high equity needs.
- 68% of riders surveyed connect to another transit service

**Westlink (Forest Grove, Banks, North Plains and Hillsboro):**
- Improves access to jobs, goods and services for people of color, and limited English proficiency, elderly and low-income populations. Intersects 6 equity neighborhoods.
- Over 9,500 residents within 1/4 mile: 32 percent at 200% poverty or below
- Over 8,5 jobs within 1/4 mile: 50 percent earning less than $40,000y

The development of technologies that support the connectivity of riders that are riding multiple services will make customers more likely to use the service. This will allow more individuals access to employment sites within the areas mentioned above. Without the last mile/first mile connectors, transportation disadvantaged populations would not be able to get to work

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.
By developing a system with real time information, customers will have more easily accessible information when connecting to multiple providers. Ride Connection will continue to coordinate routing and scheduling to make connections between providers more efficient which will reduce customer wait time at connections.

The Ride Connection network is made up of social service agencies, large and small. The software portion of this project will benefit all of the Ride Connection network. In fiscal year 2018 the Ride Connection network provided 532,300 one way trips. 22% (104,617) of all rides were provided on deviated fixed route service.

Washington County will be providing the match for this project.

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 project is technology based and will provide a more seamless experience for customers. Shared data will also inform providers and will create more opportunities to plan schedules that connect in a more reasonable and reliable fashion. When customers have accurate information about when vehicles will arrive, the service is more convenient for them to use. Functionality will include system specific requirements for GTFS data. Rural customers will benefit when coming to urban areas to connect with other transit options.

The project has statewide significance as deviated fixed route service is becoming a solution for first/last miles connectors and rural coverage. The technology needs assessment will lend itself to inform others throughout the state. The research included in this report can be used as a base for others around the state that are investigating the same type of services. In addition, the RFPs for both the capital purchases and software package can be shared to reduce time spent on other similar procurements throughout the state.

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.
Washington County will provide the match thru its Major Streets Transportation Improvement Program (MSTIP) Opportunity Fund. MSTIP is a countywide, voter approved, property tax, which has been vital to the strong and sustained economic growth in Washington County by contributing over $730 million in strategic transportation investments over the last 30 years.

Ride Connection currently receives 5310 funds that support the ongoing maintenance of a demand response system. This system does not support the diversity of needs and is quite cumbersome to use in a dynamic service options environment. The goal of this project is to create a system that is easier to use for the operator and the customers and can optimize schedules. Local STIF funds have been requested to support the volunteer driver component of the project.

Funds previously used to support the outdated software, would be applied to the new system. We also predict that we will be able to use more unused capacity and reduce costs in scheduling and dispatching in both the last mile deviation requests and the demand response service.

Ride Connection intends to collaborate with Clackamas and Multnomah county partners to support this work and secure other resources to continue implementation of the full spectrum of service offerings.

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.
Ongoing service for the onboard cameras and passenger counters will be funded through 5310 grant awards for technology.

Ongoing support and maintenance of the new software procured will come from existing funds dedicated to licensing and maintenance of the current software.

Due to the rapid pace of change in the technology sector, we believe that once the system supporting deviated fixed route service is in place, there will be additional opportunities for a less costly integration. Utilizing funds remaining from this project, in combination with the funds dedicated to licensing and maintenance of current software thru 5310 funds, should allow for the full integration of a new technology solution to support demand responsive services.
24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

Having real-time data available for technologies makes the busier and more popular transportation routes more efficient for all riders. Having data available for both the passengers and the drivers also increases safety for both parties. Real-time data can be used to design transportation systems to reduce real-time traffic congestion and emissions. This is a way to lower pollution and support positive health outcomes.

The development of technologies that support the connectivity of riders that are riding multiple services will make customers more likely to use the service. This will allow more individuals access to employment sites within Banks, North Plains, Hillsboro, Forest Grove and Tualatin. Additionally, the installation of the last mile or first-mile connectors, transportation disadvantaged populations would not be able to get to work as readily. Improving the efficiency, delivery and accessibility of transit will help reduce automobile trips and congestion making streets safer, provide travel options and curb greenhouse gas and other emissions. Active transportation options lead to a more active lifestyle which can improve health outcomes.

Safety, Security, and Community Livability

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

Onboard cameras for Community Connector Vehicles and Automated Passenger Counters (APC) support fleet safety program. Onboard cameras, with video, provides data to be available for the benefit of the drivers, passengers and dispatchers. The six camera system provides coverage for all areas outside and inside the vehicle. On-board event recording, speed monitoring and other safety related monitoring provides more information to support vehicle safety, driver safety and passenger safety. Automatic passenger counters provide an environment for more focused less distracted driving by a driver, illuminating manual counting of boarding and deboarding of customers increases drivers attentiveness to passengers and driving.

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

Base price for 6 camera system: $3,786.28 each, $41,649.13 total for 11 units
PC Camera for counter: $426.35 each, $4,689.80 total for 11 units
Wireless per year charge: $155.59 each, $1,711.48 total for 11 units
Configuration setup - wireless: $372.17 each, $4,093.85 total for 11 units
Install camera system: $77.79 each, $855.74 total for 11 units

Project Category and Fund Source

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<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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Project Totals and Match Rate

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<th>Match Rate</th>
<th>Grant Amount</th>
<th>Match Amount</th>
<th>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>%</td>
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Vehicle Purchase

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<th>Unit Cost</th>
<th>Total Cost</th>
<th>Seats</th>
<th>ADA Stations</th>
<th>Seats w/ADA Stations Deployed</th>
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<th>Estimated Order Date</th>
<th>Estimated Delivery Date</th>
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<th>Vehicle Condition</th>
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**Vehicle Replacement Information**

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<th>Seats</th>
<th>ADA Stations Deployed</th>
<th>ADA Stations</th>
<th>Fuel Type</th>
<th>Vehicle Mileage</th>
<th>Disposal Type</th>
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**Equipment, Bus Stop Amenities, and Other Assets**

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<th>Total Cost</th>
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<th>Expected Item Delivery Date Location</th>
<th>Lot Size</th>
<th>Square Footage</th>
<th>If breaking ground, have you filled out DCE?</th>
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<td></td>
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<td>If Applicable</td>
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**Documents Requested**

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<thead>
<tr>
<th>Document</th>
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<th>Attached Documents</th>
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<tbody>
<tr>
<td>Document 1</td>
<td></td>
<td>Coordinated Transportation Plan for Seniors and People with Disabilities</td>
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<td>Document 2</td>
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<td>King County Mobility Coalition’s Transportation Software Consumer Report</td>
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<td>North Plains Letter of Support</td>
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