

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

## Grant County Transportation District Bus Shelter at High School

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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 a bus shelter at Grant Union High School, as one of the stops on the John Day Canyon City Loop is at Grant Union.

### 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.

The partnership will be with ODOT and the City of John Day.

Both entities have all required capacities to meet the rules and regulations for this grant request, and poses the capacity to provide GCTD with all need supporting documentation for reporting and completion of this project.

Sean Maloney with ODOT Region 5 will be the Project Leader on this project. ODOT will file the DCE.

## 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."

Construction of a bus shelter at Grant Union High School, to be completed with a current ODOT & City of John Day Sidewalk Project and safe routes to school. The bus shelter portion of the project will include Design, Right of Way, Construction (shelter, sidewalk, MDB/TP & DT) and contingency.

The current ODOT project (Key number 18918) will construct new 6'-wide sidewalks in existing right-of-way on west side of U.S. 395S between SW 6th Avenue and Grant Union Jr. / Sr. High School. Raised 6' sidewalks with 6" curbs provide separation for pedestrians from motor vehicle traffic and improve multi-modal transport along this corridor. The goal of the project is to help balance traffic mobility and pedestrian safety while providing a safe route to school for students. Estimated project cost is \$1.9 million.

### 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, 42, 46 & 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.

\$117,000

### 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 by grades 9-12 and the general public to our public transit system by constructing a bus shelter that is ADA at Grant Union High School. This project will be done in cooperation with an existing sidewalk project that ODOT and the City of John Day are currently working on.

## 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.

GCTD will be partnering with ODOT, the City of John Day, Safe Routes to School and potentially Grant Union High School on this project. There is a current sidewalk project (ODOT Key number 18918) that is in process, adding the bus shelter construction to the project at this time saves money on design as well as Right of Way, construction and other costs associated with "changing" a project design.

## 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 will allow additional park and ride spaces for passengers utilizing our deviated fixed route or demand response services. Allows student 9-12 the opportunity to have a sheltered bus stop that can be utilized while waiting for public transit. The shelter will be ADA compliant which also fits into the STN overall plan.

## 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.

ODOT led construction is scheduled to occur in 2021. Funding the project at this time allows partnerships with ODOT, City of John Day and Safe Routes to School to move forward and include this bus shelter in the construction plans currently being designed.

As our current fare free deviated fixed route has stops at the Grant Union High School. Having a shelter would keep students and other passengers more comfortable during inclement weather, provide a fully ADA accessible location to the high school and general public for boarding and deboarding our vehicles safely.

Matching funds will come from contract revenues and other small grants. Future ongoing maintenance of the bus shelter may be a cooperative effort between the GCTD/Grant Union High School and/or ODOT.

### 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.

ODOT and the City of John Day have already secured other funding for the main project (ODOT Key number 18918). This grant request is to enhance the current project and assist in providing a safe route to school for students through a lighted bus shelter.

**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.**

This project assists in promoting park and ride, as well as being located within walking distance of businesses, the School District offices and the Educational Service District offices.

**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.**

GCTD recently implemented two fare free Deviated Fixed Routes in the John Day Valley with set bus stop locations and times. One of the bus stops is at Grant Union High School to accommodate the students grades 9-12 that ride with us, as well as the middle school students who also attend school at this campus.

The bus shelter will be in an area where there will be pedestrian and park and ride participation. This bus shelter project will be at Grant Union High School in John Day. Several students currently use our Deviated Fixed Route and Demand Response service. This shelter would allow a safe, lighted location for them to wait for the bus, or transfer between buses if needed. This bus shelter project will be ADA compliant.

**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 and reduces greenhouse gas emissions. 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. The bus shelter project increases the safety of transit users as it provides shelter from weather and will have LED solar lighting for additional security. This bus shelter will be fully ADA compliant, thus making travel safer for passengers with disabilities as well.

**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. Construction of a minimum of a 5 x 8' bus shelter with solar LED lighting for security, 3 sided weather protection made of tempered glass for visibility, and information display case for bus schedules and information, benches and ADA seating. To be purchased through Oregon Corrections Enterprises and installed by ODOT during the construction of the sidewalk project.

**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	\$ 93,600	\$	\$	\$ 18,400	\$ 5,000	\$ 117,000
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
<b>Total</b>	<b>\$ 93,600</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 18,400</b>	<b>\$ 5,000</b>	<b>\$117,000</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)	\$ 117,000	20 %	\$ 93,600	\$ 23,400	Contract Revenue, Grant Text	\$	yes Yes/No	07/01/2020 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 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

Vehicle 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 Item Delivery Date	Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	HIP ROOF, 5 x 8 3 SIDED, TEMP GLASS 8'-0"W x 5'-0"D x 8'-2"H CASE, INFORMATION - STAINLESS STEEL, WATER TIGHT, BENCH, 2 SEAT , Text		1 #	\$ 117,000	\$ 117,000	12/1/2020 xx/xx/xxxx	12/31/2021 xx/xx/xxxx	Grant Union High School			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="#">Bus Shelter Design Sheet</a>
Document 2		<a href="#">GCTD Coordinated Transportation Plan</a>
Document 3		<a href="#">Bus Shelter Project Estimate</a>
Document 4		<a href="#">STIF Website and committee members</a>

- Document 5
- Document 6
- Document 7
- Document 8
- Document 9
- Document 10

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

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