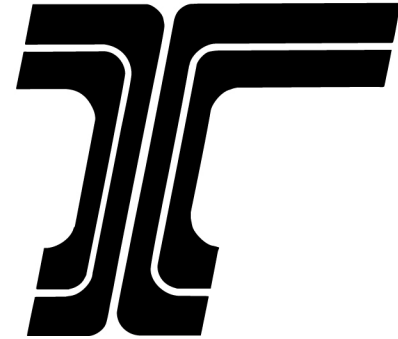


Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

City of Canby

Project Title

Update Transit Master Plan

Agency Legal Address

195 S Hazel Dell Way Suite C, Canby, Oregon 97013

Application Contact Name

Todd M Wood

Application Contact Title

Director

Application Contact Email Address

woodt@canbyoregon.gov

Application Contact Phone Number

(503) 266-0751

Name of Person Signing Agreement

Scott Archer

Title of Person Signing Agreement

City Manager

Email Address of Person Signing Agreement

ArcherS@canbyoregon.gov

Phone Number of Person Signing Agreement

503-266-0745

Agency Information

1. Transit Agency Type

City

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

CAT provides fixed-route and commuter service via the CAT Route 99X which travels along Highway 99E between Oregon City, Canby and Woodburn. CAT also provides both Paratransit and General Public Dial-A-Ride services within the Canby Urban Growth Boundary. Additionally, CAT provides a premium door-to-door service to (ADA) qualified individuals traveling to destinations within the Oregon City city limits for medical, educational, employment, social service or legal trip purposes.

Canby's current master plan is five years old and created before the pandemic. This project will help plan the future of these current operations as well as any potential expansive operations.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

The city of Canby has a full time City Manager, Full time Finance director and a full finance staff. In

addition Canby has a full time transit director, full time transit coordinator and part time office manager. Each of these positions will support this project.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

No

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Predominantly serves or provides access to and from rural communities

Provides statewide benefits to multiple Public Transportation Service Providers outside of the area where the proposed project will be located

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Update Transit Master Plan

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

COVID has changed the transit landscape. Many transit agencies are grappling with changes in ridership, changes in demographics and changes in funding pools. Canby has also seen such changes. Canby's Transit Master Plan approximately five years old. It was done before COVID and during a time where funding was increasing, ridership was better and the needs of the population different than it is today.

Canby proposes to update its Transit Master Plan to meet this new reality. This project will create an RFP to find a contractor to update the Canby Area Transit Master Plan. The contractor will then do research, public outreach, and provide a full re-write and update of our plan. This plan will then be used to guide Canby Area Transits system into the future.

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

\$200,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

STIF Intercommunity Discretionary

19. Why is this an important project? What are the consequences of this project not receiving

funding?

Transit Master plans are critical for informing the decisions about the future of Transit. A transit master plan makes sure that the citizens and riders have a say in what the future of transit looks like. Additionally, the plan helps plan connections, and coordination with other transit agencies. Due the critical nature of this plan if it is not funded then other funding will be sought through other grant opportunities. The plan could be scaled back with additional local match.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This project will include public outreach in development of the transit master plan allowing vulnerable populations and marginalized society a voice in the future of the transit system.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project will develop a plan for improving service, connections and technology used with in the transit system.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

This project will help plan the future of the system. This plan will help develop services and routes that are more likely to be utilized and thus reduce vehicles on the road. Additionally this project will help plan for future vehicle purchases.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

This project will include public outreach in development of the transit master plan allowing vulnerable populations and marginalized society a voice in the future of the transit system. Additionally it will help plan future connections, improved service and better long term coordination.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

This project is unlikely to directly impact safety of passengers inside vehicles.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

Updating the master plan will help plan future connections, improved service and better long term coordination. It will consider future growth, populations and other area transit agencies in the decision making process.

Funding and Strategic Investment

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

This project updates a master plan that is not only required, but also critical for the transit agency to properly plan and administer the Canby area long term service plan.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

N/A

Project Details

Task Category

Planning

Planning

Give a brief (1-3 sentences) description of this project cost.

100% of this project cost will go towards paying a firm to develop, carryout and produce the Transit Master Plan.

Total Task Cost (Grant Amount + Match Amount)

\$250,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**

\$200,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**

\$50,000.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$225,000.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$25,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$50,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

50%

Percent of funds used for fixed route transportation

50%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$250,000.00	\$200,000.00	\$50,000.00
Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00

Mobility Management	\$0.00	\$0.00	\$0.00
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Total Project Cost:	Total Grant Amount:	Total Match Amount:
\$250,000.00	\$200,000.00	\$50,000.00

Application Totals Summary By Task - 10% Match Rate (For Qualified Applicants)

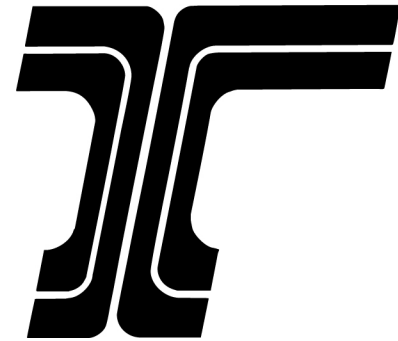
Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$250,000.00	\$225,000.00	\$25,000.00
Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost:	Total Grant Amount:	Total Match Amount:
	\$250,000.00	\$225,000.00	\$25,000.00

Document Upload (Optional)

I Choices.pdf

Volume II Canby Transit Master Plan - small file.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

City of Portland

Project Title

Portland Streetcar Rider Ambassador Program

Agency Legal Address

1120 SW 5th Avenue, Suite 1331, Portland, Oregon 97204

Application Contact Name

Rich Eisenhauer

Application Contact Title

Program Manager

Application Contact Email Address

richard.eisenhauer@portlandoregon.gov

Application Contact Phone Number

(503) 886-9907

Name of Person Signing Agreement

Ted Wheeler

Title of Person Signing Agreement

Mayor

Email Address of Person Signing Agreement

MayorWheeler@portlandoregon.gov

Phone Number of Person Signing Agreement

503-823-4120

Agency Information

1. Transit Agency Type

City

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

The current program has one-year pilot funding from the FTA as part of a grant intended to bring ridership back to transit after the Covid-19 pandemic. This project will grow the program's oversight with a new team lead position to build partnerships with service providers and conduct a program evaluation to determine best practices that can be shared with other transit providers.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

No

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

Legal

Per City Code the Mayor has authorization to accept grant agreements if they do not have a match requirement over \$250. For grant awards that include a match requirement over \$250 the grant goes to City Council for approval and authorization for the Mayor or the Commissioner to accept the grant award.

Managerial and Operational Capacity

Each grant is assigned a project manager, bureau grant analyst and a central grant analyst. In addition to having a team assigned to manage each grant the City of Portland has a Grants Module within the financial system. Each grant is assigned a grant identifier within the financial system. Utilizing the grant identifier, we can report by grant, the budget, expenditures, billed expenditures, unbilled expenditures, payroll expenditures by employee including days and hours worked on the grant, and encumbrances.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

Portland Streetcar, Inc. is a 501(c)3 nonprofit organization and an existing contractor to the City and has oversight from both City staff and the PSI Board of Directors. PSI currently manages the proposed program on the City's behalf, funded by a grant from the Federal Transit Administration. PBOT staff will receive monthly status reports from PSI with regard to service deployed, materials distributed, resources contacted and interactions per shift.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Portland Streetcar Rider Ambassador Program

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

Portland Streetcar Rider Ambassador Program. The award will fund an extension and expansion of the Portland Streetcar Rider Ambassador program, an award-winning and nationally recognized pilot program to provide alternatives to policing on public transit and restore rider confidence in safety on public transit in urban areas. Rider Ambassadors are deployed in teams of two to provide a non-security presence on board the system, particularly working with riders experiencing homelessness or struggling with mental health or addiction issues. By interacting with these riders and helping connect them to services and provide them some basic materials, Rider Ambassadors ensure a greater perception of safety on transit while filling gaps in Oregon's social safety net.

Rider Ambassadors are trained in crisis de-escalation, mental health first aid, first aid and other areas as needs are identified. They ride the streetcar system in pairs, specifically seeking out riders that may benefit from connection to social welfare organizations, homeless shelters or other resources that allow them to get the help they may need. Rider Ambassadors also respond to tense situations requiring de-escalation or riders in need of acute mental health care onboard the streetcar.

The program is intended to provide confidence to riders returning to transit from the pandemic who might be concerned about safety. This project will sunset at the end of the grant period as its success has provided for higher transit ridership and more proverbial “eyes on the street” to ensure safety for all riders on the streetcar.

Tasks:

Staffing: Award will be used to continue and expand the current team of six to a team of eight, including the creation of a Team Lead position to coordinate partnerships, resources and schedules.

Training: Award will fund training opportunities in crisis de-escalation, mental health first aid, first aid and other relevant disciplines.

Materials: Rider Ambassadors carry backpacks equipped with bottled water, first aid kits, hygiene kits, feminine hygiene products, emergency ponchos, dry socks, naloxone (Narcan) and other items as seasonally appropriate.

Program Administration: Award will allow for organizational costs associated with managing and deploying the project.

Evaluation: Team Lead will be tasked with conducting program evaluation to determine specific performance metrics and track progress toward the goals set forth in this application.

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

\$500,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

Since 2020, transit ridership in communities across America has been far below prior levels. One key determining factor routinely cited by the traveling public as a reason they don't ride public transit is real or perceived lack of safety. This project addresses both real and perceived aspects of this concern: working with those in need of extra help before a safety issue arises while also providing an additional presence visible to all riders that makes everyone feel safer on transit.

A regional transit survey conducted in early 2022 showed that safety was the top improvement requested by transit riders. A majority who said they ride less or not at all cited safety concerns as a reason why. This project's sustainability is key to ensuring riders feel safe and confident in their ability to use public transit—without this and other steps, Portland-area residents will choose instead to drive, increasing congestion, raising household transportation costs and contributing to climate change.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment

Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This project works to change the paradigm in public transit from a security response to a community outreach role—working to help riders experiencing homelessness or living with mental illness or addiction to find and access social services, obtain necessary resources to get help, and use the transit system in ways it can help them move through their daily life. By taking this approach to working with the most vulnerable riders, Portland Streetcar can fill gaps in the social safety net while making transit safer and more secure for all riders.

Current Rider Ambassadors have received training in racial equity, mental health first aid, crisis de-escalation and other disciplines that provide them a broad range of skills and perspectives to be able to adequately serve riders requiring extra care and assistance. The current team members speak a variety of different languages and come from diverse cultural backgrounds. By continuing and expanding this team, this project will provide meaningful assistance to vulnerable populations riding public transit.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project provides an additional non-operator presence on-board transit vehicles, which survey data has shown makes riders feel safer and more comfortable riding the streetcar. By proactively working with riders experiencing homelessness or living with addiction or mental illness, Rider Ambassadors ensure a safe and welcoming environment for all riders and reduce the use of streetcar vehicles as a place to seek shelter, sober up, or otherwise utilize vehicles for a non-transportation purpose.

Our regional transit partners TriMet have recently created a similar team for the broader regional network and are expanding it with STIF funds. This project will allow for continued coordination and sharing of best practices between the two programs. The evaluation task of the project will allow for education of other transit providers across the state that may be dealing with similar issues and be seeking to implement a comparable program.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

Portland Streetcar has spurred the development of 40% of the city of Portland's affordable housing units built in the last 20 years and more than 55 million square feet of real estate. The dense, efficient, walkable urban development catalyzed by the creation and expansion of the streetcar system is a proven way to build and advance a climate-friendly community. Streetcar riders surveyed are more likely to not own a car than Portlanders as a whole, and predominantly use the streetcar for daily work and school commutes and other primary trips. Portland Streetcar emits no tailpipe emissions and runs on 100% renewable electricity, making it a key element of reducing emissions from the transportation sector and achieving Oregon's climate goals.

A regional transit survey conducted in early 2022 showed that safety was the top improvement requested by transit riders. A majority who said they ride less or not at all cited safety concerns as a reason why. This project’s sustainability is key to ensuring riders feel safe and confident in their ability to use public transit—without this and other steps, Portland-area residents will choose instead to drive. Ensuring pleasant, safe and enjoyable trips will be key to continuing to rebound ridership levels from the pandemic and growing service and ridership into the future.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Portland Streetcar riders overwhelmingly live and work or go to school along the streetcar alignment. Ninety-six percent of riders surveyed walked or used a mobility device to access the streetcar. The dense, walkable urban development created by the investment in streetcar transit provides for easy active transportation and strong connectivity to bike share, bicycle routes, walkable destinations and other transit services.

Portland Streetcar intersects with regional Max light rail, 80% of the region’s frequent-service bus routes, the Portland Aerial Tram and C-TRAN’s interstate bus service. Many streetcar stops are very near bike share kiosks and safe walking and biking infrastructure.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

This project takes an innovative approach to transit rider safety, adding a non-operator onboard presence that makes all riders feel safer while proactively working to connect riders experiencing homelessness or living with mental illness or addiction to necessary social services. The presence of rider ambassadors alone provides a sense of safety and discourages unsafe behavior. Beyond that, the ability of rider ambassadors to redirect people using the streetcar for non-transportation purposes to applicable shelters or social services ensures that the traveling public can get to their destinations unimpeded.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

This project provides improved rider experience in Portland’s central city, which includes major regional and intercity rail and bus hubs—including connections to TriMet Max light rail, regional bus service and C-TRAN interstate bus connections.

Funding and Strategic Investment

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

This project is key to restoring rider confidence in transit and the safety of using transit service. As Oregon transit providers continue attempting to rebuild ridership from the pandemic, the evaluation task of this proposal will help create a blueprint for non-security community outreach onboard public transit that can be utilized by other providers across the state.

The program is intended to provide confidence to riders returning to transit from the pandemic who might be concerned about safety. This project will sunset at the end of the grant period as its success has provided for higher transit ridership and more proverbial “eyes on the street” to ensure safety for all riders on the streetcar.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

N/A

Project Details

Task Category

Project Administration

Project Administration

Give a brief (1-3 sentences) description of this project cost.

This cost will cover management of the program, administrative costs, hiring and personnel management, and other elements associated with managing the rider ambassador staff and supply inventory.

Total Task Cost (Grant Amount + Match Amount)

\$500,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$400,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$100,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$100,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?
0%

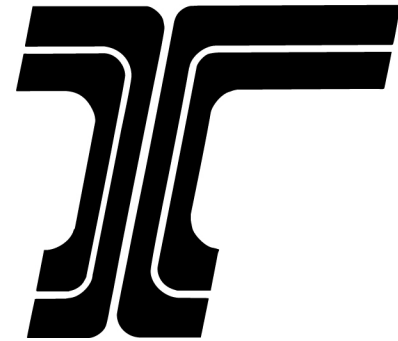
Percent of funds used for fixed route transportation
100%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$500,000.00	\$400,000.00	\$100,000.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$500,000.00	Total Grant Amount: \$400,000.00	Total Match Amount: \$100,000.00

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

City of Sandy

Project Title

Technology Program Implementation

Agency Legal Address

16610 Champion Way, Sandy, Oregon 97055

Application Contact Name

Andi Howell

Application Contact Title

Transit Director

Application Contact Email Address

ahowell@ci.sandy.or.us

Application Contact Phone Number

(503) 235-6780

Name of Person Signing Agreement

Jordan Wheeler

Title of Person Signing Agreement

City Manager

Email Address of Person Signing Agreement

jwheeler@ci.sandy.or.us

Phone Number of Person Signing Agreement

503-668-5767

Agency Information

1. Transit Agency Type

City

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

No

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

Sandy Area Metro (SAM) is owned and operated by the City of Sandy. As a department of the City of Sandy, the City provides legal, managerial and administrative support of the transit program. Sandy contracts with MV Transportation for the operational capacity of the department, including a general manager, road supervisor, dispatch, maintenance coordinator, utility worker and vehicle operators. The Transit Department maintains 2.8 FTE City employees as managerial staff, responsible for the management and compliance of many State and Federal grants. Sandy has applied for and successfully completed many grant funded projects for over twenty years. This project, if funded, will aide City staff in oversight of several other grant funded projects that require specialized knowledge, saving City staff time.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and

ensure compliance for the term of the agreement 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.

Yes

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

No

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Predominantly serves or provides access to and from rural communities

Serves an area outside of the applicant's geographic jurisdiction

Provides statewide benefits to multiple Public Transportation Service Providers outside of the area where the proposed project will be located

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Technology Program Implementation

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

This project will fund a specialized project management team to assist Sandy and other collaborating agencies in the implementation of technology applications. A Technology Assessment for Sandy Transit prepared by Full Path Transit Technology and Trillium Solutions in October 2020 concluded "as a small provider and early adopter of technology, Sandy Transit is positioned to lead the way in developing the best methods to maintain systems at the smaller scale. Budgeting, maintenance and training are areas where many if not most small transit agencies struggle and where no readily replicable solutions have been established in the industry. If Sandy Transit is able to arrive at a solution that may also serve other small agencies in Oregon or elsewhere, we encourage the agency to document the approaches and share it with ODOT and present them at conferences or other knowledge-sharing venues." These funds would be used to contract a technology team that will assess the technology being used at Sandy Area Metro (SAM), identify areas of redundancies/efficiencies, maximize the value of the technology in use, develop a technology maintenance plan, evaluate, update and maintain current technology and procure/implement a mobile payment option. As agencies across the State utilize new grant funding for on board technology and emerging vehicle technology, such as electric buses, these maintenance plans can be shared to enhance the technological understanding of other smaller agencies, saving valuable and often unavailable staff time. Clackamas County partners understand the value of using shared data standards for more effective dissemination of information to riders and universal applications. Clackamas partners recently collaborated on a Request for Proposals (RFP) to select one common vendor for vehicle GPS, automated announcements, interior LEDs and new demand response software, allowing for shared knowledge and resources. Additionally, a STIF Discretionary funded analysis has been conducted to identify the needs of each service provider in the identification of a flash pass mobile ticketing solution to be used by all providers to collect fare payments and data. Currently, partners are engaged in the development of an integrated web site that will include all provider services, representing the providers as collaborators under a shared brand and vision and provide the passenger with easy trip planning capabilities. This funding

would enhance and support these projects. Task 1: mobile ticketing/fare collection. Deliverables: Request for Proposal, Selection of Vendor, mobile app technology plan. Task 2: Technology assessment for Sandy/collaborating partners. Deliverables: Assessment report of technology being used. A technology plan that outlines description of technology used, recommended training of staff, staff members responsible, future training needs, future technology implementation, thorough written documentation of procedures/best practices. Task 3: Technology assistance in updating, maintenance and integration of technology used by agency and collaborating partners and written procedures for ongoing maintenance, updates and shared data as part of the technology plan. Task 4: Analysis of emerging charging management software. Deliverables: List of available charging software and attributes. Applicability of use for collaborating partners (currently Wilsonville/Sandy, Proterra Electric Vehicle). Agencies involved in the original Integrated Fares Feasibility study were SAM, Canby Area Transit (CAT), Clackamas County, South Clackamas Transit District (SCTD) and South Metro Area Transit (SMART). The Vision Around the Mountain visioning process also identified the advantages of a shared fare payment system for the ease of the customer throughout the region and in the gains of efficiency/knowledge of a shared resource and Hood River joined the collaborative efforts. These providers operate throughout Clackamas, Hood River, Multnomah and Washington Counties. SAM originates in Sandy with destinations in Gresham and Estacada. Sandy, Eagle Creek, Estacada and Gresham are visited. CAT originates in Canby with destinations in Oregon City and Woodburn. Clackamas County's Mt Hood Express/Village Shuttle services originate in Sandy with Timberline Lodge on Mt Hood as the destination. Mt Hood communities such as Rhododendron, Welches, Government Camp and Brightwood are visited. Clackamas County also operates 2 shuttles. One originates at Oregon City Shopping Center and one at Clackamas Town Center. The Oregon City Shopper's destination is the Clackamas Community College (CCC) Oregon City Campus. The Clackamas Town Center shuttle runs a loop through the Clackamas Industrial Area. SCTD originates in the City of Molalla with connections at CCC and Canby. SCTD visits Liberal, Mulino, and Carus. SMART originates in Wilsonville with destinations in Canby, Salem, Tualatin and south end Portland.

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

\$275,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

STIF Intercommunity Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

As noted in the Transit Technology Assessment Process Prepared by Full Path Transit Technology and Trillium Solutions (February 27, 2020) problem statement "technology offers immense benefits: increasing efficiency of operations, providing data for analysis, and improving the rider experience. But choosing the right tools, and implementing them successfully, can be challenging...small transit agencies often encounter particular challenges in technology due to their size and types of services they provide." Clackamas providers have worked together to procure on board ITS equipment, including MDTs, automated announcements, interior LED signs and dispatch software that will be utilized by all agencies. This creates the ability to share implementation strategies, best practices, policies, procedures and more across a region of providers. This project has the collaboration of agencies spanning 4 Counties in ODOT's Region 1. The inclusion of all of the small and rural public transit agencies in Region 1 makes this an important project by the number of agencies and passengers that stand to benefit. It provides the passengers with familiar equipment and the ability to use one app for all agencies. Without this funding, agencies will continue to work toward a collaborative and interactive website application which will provide trip planning tools but agencies will continue to be restricted by staff time and remain dependent on the vendors to meet their needs. This funding gives that valuable staff time back to the agencies, creating truly effective Information Systems that save future staff time, implements new integrated fare payment systems, ensure cross communication of the technologies being used, increases the reliability of the data

collected and plans for proper future maintenance and training, independent of the vendor. Due to the budget and staff sizes of these rural (and one small urban) agencies, specifically trained IT staff devoted 100% to transit equipment is just not currently feasible. This erodes the functionality of the technology systems and diminishes the worth and quality of the data collected, the applications purpose and the agency's confidence in the data collected. Without this funding, agencies will continue to procure and implement new technologies, however, at a much slower rate of implementation and without the the greater solution of best practices of integration, maintenance and training. As noted in the Fare Integration Feasibility Study Final Report (conducted by the agencies pg 13) the project plan recommends "Costs can be allocated for a project manager that will manage the implementation of the project, whether that is an internal or contracted resource." Also on pg 13, in Project Resources, Team Structure and Governance, "A project management and governance structure can be established to ensure the project proceeds effectively. A steering committee consisting of a representative from each agency can be established to provide project oversight and act as the decision-making entity." This project creates that project management team for the fare integration process as well as other on board technology equipment. These are obviously important aspects to proper implementation that will not exist without this funding due to constrained budgets and staff time. Without the creation of assessments and maintenance plans, agencies have no ability to make informed adjustments for better technology integration. Empirical data on use, uptime and performance empowers each agency to have more constructive conversations with manufacturers and suppliers. It should not be underestimated the time, effort and systems it takes to keep records updated and keep systems maintained.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

SAM on board surveys demonstrate year after year that the majority of passengers on SAM's public transportation system are transit dependent individuals. 56% earn less than \$20,000 a year while 83% earn less than \$30,000. Nationally, 20 percent of household at or below the federal poverty line lack access to a car, with percentages of low-income African American and Latino households without a care even higher. Sandy passengers (16%) self report a Latino/Hispanic background at a higher percentage rate than the general Hispanic population in Sandy. 85% of Sandy passengers self reported not owning a vehicle. 42% reported that without the SAM service, they would not have been able to make the trip that day, with another 35% reporting they would have had to rely on a friend. 53% report they ride almost daily, with another 23% reporting they ride 3-4 times a week. Public transportation is often the only way these families can meet their basic daily needs such as getting to work, goods and services. With the widespread adoption of mobile devices, combined with transit applications, such as SAM's newly procured Passio and CTS systems as well as the intention to launch a mobile fare payment system, technology can facilitate the matching of drivers with riders. SAM partnered with all the Clackamas providers (excluding Wilsonville as they had just procured a new system) to launch a new vehicle locating service that includes a mobile app, on board automated announcements (for those with sight challenges), LED reader boards (for those with hearing challenges) and will include the equipment on the demand response service as well as new software. The new demand response software offers persons with disabilities the opportunity to increase autonomy thereby creating a more equitable form of transportation. Today, in an email from CTAA,

"Paratransit riders have the right to access appropriate transportation. But legacy systems that require advanced manual trip planning make spontaneous rides near-impossible and create additional workloads and limitations for transit providers. Tech-enabled software empowers agencies to automate their paratransit operations, reduce costs and offer on-demand services that drive efficiency and provide a superior rider experience". This technology program implementation will support the proper set up, implementation and maintenance of the types of tech-enabled software and equipment that improves services for vulnerable populations.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project includes collaboration of six transit agencies, across four Counties. City of Sandy will be the lead organization. Sandy (SAM), Canby Area Transit (CAT), South Clackamas Transit District, Clackamas County (MHX and Clackamas Shuttles), Hood River Transit District (Columbia Area Transit) and South Metro Area Transit (SMART) will collaborate on this project in an effort to share resources and create systems of data and information sharing. This project will implement and improve several technology projects, all of which are designed to improve the passenger experience, promote coordination, and encourage resource sharing. As stated recently in Mass Transit magazine, "transit agencies across the country are attempting to improve consumer adoption of U.S. public transportation using a mix of modernization and expansion. Agencies need to enhance networks, solve for first-mile and last-mile gaps, improve bus stops and safety and create seamless passenger systems that allow for easy transportation planning and use of systems". The technology team procured with these grant funds will be tasked with following up on an earlier STIF Discretionary funded study that identified the best Fast Pass solutions to meet all of the (5) Clackamas regional agency's needs, creating a passenger-facing technology that will improve the passenger experience and allow passenger data collection. The Fare Integration final report (pg 13) recommended a project management and governance structure to ensure the project proceeds effectively, this project creates that project management team. Attached to this application are four support letters from partnering agencies. As agency's technology projects and staff resources are at varying levels, the format of this project structure, with Sandy as the lead agency, allows agencies to participate and collaborate at varying levels of commitment. For example, Hood River Transit District already utilizes a mobile ticketing app (Token Transit). However, they will be included and participate in the RFP process as we all strive to choose a system that can be utilized by all agencies. Beyond these regional partners, many of the deliverables outlined, such as technology plans that include usage of standardize data for transit collection and planning, shared mobile ticketing systems, shared websites, on board technology advancements and maintenance standards and more can be shared throughout the state as best practice models.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

Technology projects are being launched to increase passenger satisfaction and encourage the use of public transit systems. Regaining passengers will take more than increased capacity. Using public transit will have to be easy, time efficient and enjoyable. This project will assist in the implementation of new MDTs, automated announcements, LED reader signs (already procured but not installed), create a shared fare payment method across agencies, identify efficient uses of on board cameras and WIFI. All of these technology projects increase the ease of transit use and improve the customer experience. These types of improvements also increase passenger safety. By improving access, ease of payment, ease of trip planning and more efficient route planning through the use of standardized data and vehicle location apps, the choice of public transportation in place of single occupant vehicle becomes a higher probability. An

analysis of current and emerging vehicle charging management systems are also included in a deliverable to assist Sandy and Wilsonville. While Wilsonville already operates Proterra electric vehicles, Sandy is currently in the beginning stages of electrification with 3 Proterra electric vehicles to be ordered in the near future.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

In alignment with the Oregon Transportation Commission's priority to build, maintain and operate a modern, multimodal transportation system this grant application seeks to invest in and integrate technologies to improve transportation services and operations. This project will improve passenger amenities such as vehicle location services, automated announcements, integrated fare systems, security cameras, WIFI on vehicles and other technological amenities. Improvements in the function of these amenities, planning for future training of added technology, implementation of fares, all of these projects are transit investments that encourage the discretionary user to choose transit and/or multimodal transportation over vehicles. When a passenger has the ability to easily plan a trip, verify amenities provided such as bus stops and bike racks, easily pay a fare when necessary, especially when travelling between cities and counties, they are much more likely to choose transit or a multimodal style of travel than when none of those options are available. As stated in Mass Transit magazine (Aug 23, 2022), "improving consumer adoption of U.S. public transportation isn't simply a case of offering services ... spurring public transportation usage involves a complex mix of modernizing and extending the networks that exist... This process includes providing capacity in the right places, solving for the first-mile and last-mile gaps ... ensuring stops are truly safe and accessible by all ... Further, transportation agencies need to make it easier for consumers to use these services. Consumers want to easily plan their journey, use multiple forms of transportation to reach their destinations and pay for everything in one place". Supporting these rural agencies through funded project management of these technological improvements gives small, rural agencies that do not have the same staffing capabilities of larger, urban agencies, the ability to utilize the technological improvements that attract passengers, improve community livability and improve the agency's ability to collect and analyze data.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

As stated prior, this project will improve, enhance and implement several on board technology systems. While Sandy, and Sandy's partners, currently have onboard safety equipment such as cameras and communications, a deliverable task of this project is to improve those capabilities, assist in the installation, best practices and training of the new equipment to be installed and create interagency communication and best practices. For example, Sandy has recently had intermittent problems with one of our camera systems on several buses. With our small staff, it can sometimes take months to problem solve on site, communicate with the vendor, involve the City IT who have to familiar themselves with the equipment and more before this very important safety measure is repaired. The lack an infrastructure and process assessment turns a minimally risky or easy to solve problem into a downtime scenario that can last hours, days and sadly sometimes months. This project aims to identify and troubleshoot such problems with trained, transit technology contractors, develop a plan for the future that is a more efficient method of problem solving and set up appropriate training schedules of key staff members. As part of the Technology Plan deliverable, I would expect to see recommendations from the technology team regarding vendor responsibility, warranties and record checklist that help standardize technology solutions. This team of consultants will also outline future investments in training, assist in proper installations of new equipment that is currently being purchased.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the

Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

This project supports technological equipment used by six public transit agencies across four counties. Sandy is a rural transit agency that connects eastern Clackamas County and the greater Portland Metro region. Additionally, Sandy operates a service between two rural destinations in an underserved portion of Clackamas County - Sandy and Estacada through the community of Eagle Creek. At the Sandy Transit Center, SAM connects passengers to the MHX which takes passengers as far east as Timberline Lodge. This service (MHX) provides public transit to all of the government communities, providing access for employment and recreation. The addition of the Clackamas shuttles, CAT in Canby, CAT in Hood River, SCTD and SMART improve the connectivity and ability to implement a shared fare system in Clackamas, Multnomah, Hood River and Washington Counties. Most importantly, this project has an underlying goal of supporting several transit agencies, furthering the collaboration of data and resource sharing for transit network improvement and demonstrating that agencies can find ways to work together across jurisdictional and funding boundaries.

Funding and Strategic Investment

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

The current need has been identified by a group of small, rural providers who are all at varying stages of technology implementation on our public transit services. Sandy was one of the first small, rural agencies to secure grant funding for tablets, automated announcements and interior LED signs that were installed and used on both the SAM transit system and the MHX. While these amenities have been a wonderful addition for passengers to know where their bus is located and have on board amenities that help with various disabilities (hearing and seeing stop announcements) the data collection expected by the agency, such as ridership trends never materialized as expected. Additionally, when first launched, the geofencing for stop announcements was not properly set and many tablets had some fatal flaws and had to be replaced after a lot of troubleshooting. This experience, and the technological assessment conducted at the agency in 2020, really highlighted the need for technological support and the importance of standardized, reliable data that can be shared across agencies. Therefore, the current need is to first have an inventory and analysis of what on vehicle technology is currently being used, what it promises to do, and how to support it. Using this funding to contract with an IT company or contracting team that can provide remote and onsite project management and support for the maintenance, cross agency connections and implementation of new on vehicle technologies help meet a current need. Contracting with a team of professionals who can build run books, standard operating procedures and written service level agreements that meet all of our partner needs meets other current needs as identified in the deliverables in 16b. The long term Oregon Transit needs that are being met are the standardization of technology equipment, best practices materials and an example of interagency coordination for shared resources. The agencies committed to this project all bring their own jurisdictional backing and equipment that they have already procured and are either currently using or will be installed in the future. These funds ensure that the investments that each of these agencies have made to improve their services are supported now and with a plan for the future.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.
N/A

Project Details

Task Category
Project Administration

Project Administration

Give a brief (1-3 sentences) description of this project cost.

Due to the required expertise in the project management team and the time needed for data collection and aggregation between multiple transit agencies and multiple projects, the total project cost is estimated at \$450,000. Although no equipment is expected to be purchased, \$5,000 per agency was originally included in this budget scenario as the Integrated Fares study stated that upfront fees may be involved in the Fast Pass procurement and implementation. For scalability, equipment purchase has been removed from the application. In the event this grant application is scaled down further all of the tasks and deliverables may not be achievable. The implementation of the fare payment system and technology assessments, particularly assessments on the shared resources (ITS equipment and demand response software) are the most important aspects of this grant application. These would still require technology assessments, resulting in a technology plan but perhaps not include all of the technology currently used. The shared fares project would still require an RFP process, installation and implementation. In the event this grant application is approved at any amount, Sandy will actively seek additional funding from other available grant sources to complete the intended project outline.

Total Task Cost (Grant Amount + Match Amount)
\$450,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$360,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$90,000.00

10% Match Rate Calculations (For Qualified Applicants)

**Grant Amount - STIF Discretionary/STIF
Intercommunity (90% State Share)**
\$405,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity (10% Local Share)**
\$45,000.00

Application Totals

Match Sources

<u>Match Sources</u>	<u>Amount</u>
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Local

\$45,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

28%

Percent of funds used for fixed route transportation

72%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$450,000.00	\$360,000.00	\$90,000.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$450,000.00	Total Grant Amount: \$360,000.00	Total Match Amount: \$90,000.00

Application Totals Summary By Task - 10% Match Rate (For Qualified Applicants)

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
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Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$450,000.00	\$405,000.00	\$45,000.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$450,000.00	Total Grant Amount: \$405,000.00	Total Match Amount: \$45,000.00

Document Upload (Optional)

CAT - Hood River Letter of Support.pdf

SMART Letter of Support.pdf

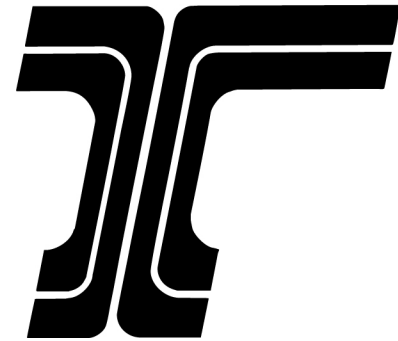
CAT - Canby Letter of Support.pdf

SCTD Letter of Support.pdf

SAM Full Map & Schedule.pdf

Sandy Transit Master Plan - 20200414 print quality.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

City of Wilsonville - South Metro Area Regional Transit

Project Title

Battery Backup Electric Bus Charging System

Agency Legal Address

29799 SW Town Center Loop E., Wilsonville, Oregon 97070

Application Contact Name

Kelsey Lewis

Application Contact Title

Grants and Programs Manager

Application Contact Email Address

klewis@ridesmart.com

Application Contact Phone Number

(503) 682-4523

Name of Person Signing Agreement

Bryan Cosgrove

Title of Person Signing Agreement

City Manager

Email Address of Person Signing Agreement

cosgrove@ci.wilsonville.or.us

Phone Number of Person Signing Agreement

503-570-1504

Agency Information

1. Transit Agency Type

City

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

SMART operates a fleet of 35 buses with excellent operators, maintenance personnel, and administrative staff. Our leadership team includes a Transit Director, very experienced Fleet Manager, Operations Manager and Grants & Programs Manager. SMART's transit management staff is supported by the City of Wilsonville's Finance, Legal, and Community Development staff. These City departments work together with SMART to ensure the transit system has the necessary technical, financial, and legal capacity to manage, administer, and successfully implement major projects and meet federal and state grant obligations. Our staff are very familiar with the procurement process required to purchase a large piece of technical equipment like this, and have successfully delivered many state and federal grant projects in the past, including projects in the STIF discretionary program.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

No

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Battery Backup Electric Bus Charging System

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

As part of our plans to transition to alternative fuels for our fleet, SMART would like to establish a contingency/backup system for charging our electric vehicles in the event of loss of power for an extended period. This eventuality seems more likely in the last few years with forest fires, planned energy blackouts, and equipment repair delays due to supply chain issues. We currently do have back-up generators for our buildings, but they cannot supply the electricity required to charge a bus.

If funded, we would purchase a battery backup charging unit compatible with our buses through the appropriate procurement process, and then incorporate that unit into our contingency plan.

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

\$400,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

This is an important project in order to continue toward a 100% alternatively fueled bus fleet. Without a way to charge buses when power is out, it will be difficult to commit to a large proportion of our fleet going electric. During challenging weather is exactly when we need to continue to provide bus service, and this equipment would allow us to do that. This project is about meeting our climate goals- both in reducing greenhouse gas emissions and in increasing resiliency in the face of climate change.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This battery backup equipment will allow SMART to provide reliable transit service, even if the power goes out. Reliable transit service enables better transportation independence and outcomes for people with low incomes and other vulnerable populations, because it makes it possible to get to work or medical appointments or to childcare for a low or no fare. This project would also allow us to respond to climate change more effectively, which thus far seems to affect vulnerable populations disproportionately.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project would not directly improve the passenger experience; however, it will likely increase reliability of our transit service during power outages, and our experience with this unit would be helpful as information to share with other nearby providers. It is a mobile unit, so potentially we could agree to share it with another transit provider if they were having a localized power outage. In our experience, when multiple transit agencies coordinate and/or share resources, we improve transit rider experience by identifying what works in our area, climate, and agency size. This equipment could be an example of "what works" that we could share.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

This project is directly related to our climate planning efforts. This grant would support the continuation of our goal of a 100% alternative fueled fleet by 2028. This stage is perhaps more difficult in some ways than the beginning; moving from a few vehicles to real, sustained alternatively-fueled service for the majority of our fleet. This battery back up unit will allow us the confidence to purchase more battery electric vehicles knowing we have a way to continue service even when the power goes out. It will also be a demonstration project for other transit providers who may be skeptical or unsure that this transition away from diesel is viable for a small agency.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

This project would not directly increase use of active transportation, but it certainly would encourage community members to feel safer biking and walking knowing that they can breathe easy around our electric buses and knowing that we have a way to keep service going even if the power goes out. Particularly with more focus on air quality in Oregon in the last few years with all the wildfires, many people are more aware of how air quality affects them and would appreciate the lack of tailpipe emissions when

waiting at a bus stop and loading their bikes on our bus bike racks. This equipment would allow us to offer more electric buses in our fleet.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

This project would support the health of passengers in our transit buses and other roadway users encountering our vehicles by providing the battery backup equipment we need to transition more of our buses to zero-emissions power.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

This project would support and improve the Statewide Transit Network by providing the contingency equipment needed for transitioning small transit providers over from diesel to battery-electric buses. While this equipment would directly benefit SMART's service area, which is a small part of the statewide network, showing the viability of this fleet transition for other small providers absolutely strengthens our network. Our small provider group in Clackamas County will benefit from our experience with the unit we select, which may help them in future for their own service area. For example, Sandy Area Metro will soon get its first battery electric buses, and we would share what we've learned with their staff. Knowing that someone else has done it first will help build confidence in leaving diesel-fueled buses behind, which in turn will contribute to meeting the State's climate goals.

Funding and Strategic Investment

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

This project makes sense both to address SMART's current need for backup power to charge our electric buses, as well as to address Oregon's long term transit need to eliminate our dependence on fossil fuels. Purchasing this kind of emergency or contingency planning equipment is one step in a longer process in getting from here to a minimal or zero emission transportation future.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

This project is purchasing one mobile battery backup unit to charge electric buses in the event that our regular power is not available.

Project Details

Task Category

Equipment Purchase

Equipment Purchase

Equipment Request

Equipment Description	Quantity	Cost Each (Project Cost)	Total Cost	Est. Order Date	Est. Delivery Date
Battery electric vehicle mobile back up charging unit	1	\$400,000.00	400,000.00	7/3/2023	8/1/2024

**Grand Total:
400,000.00**

Total Task Cost (Grant Amount + Match Amount)
\$400,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$320,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$80,000.00

Application Totals

Match Sources

Match Sources	Amount
Local - Overmatch to 30% if necessary	\$120,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?
Yes

What percent of funds will be used for demand response transportation?
0%

Percent of funds used for fixed route transportation
100%

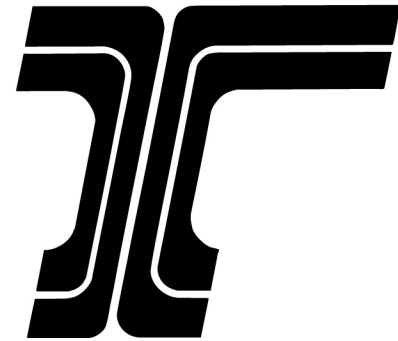
Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
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Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$400,000.00	\$320,000.00	\$80,000.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$400,000.00	Total Grant Amount: \$320,000.00	Total Match Amount: \$80,000.00

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

City of Wilsonville - South Metro Area Regional Transit

Project Title

Electric Bus Route Modeling

Agency Legal Address

29799 SW Town Center Loop E., Wilsonville, Oregon 97070

Application Contact Name

Kelsey Lewis

Application Contact Title

Grants & Programs Manager

Application Contact Email Address

klewis@ridesmart.com

Application Contact Phone Number

(503) 682-4523

Name of Person Signing Agreement

Bryan Cosgrove

Title of Person Signing Agreement

City Manager

Email Address of Person Signing Agreement

cosgrove@ci.wilsonville.or.us

Phone Number of Person Signing Agreement

503-570-1504

Agency Information

1. Transit Agency Type

City

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

SMART operates a fleet of 35 buses with excellent operators, maintenance personnel, and administrative staff. Our leadership team includes a Transit Director, very experienced Fleet Manager, Operations Manager and Grants & Programs Manager. SMART's transit management staff is supported by the City of Wilsonville's Finance, Legal, and Community Development staff. These City departments work together with SMART to ensure the transit system has the necessary technical, financial, and legal capacity to manage, administer, and successfully implement major projects and meet federal and state grant obligations. Our staff are very familiar with the procurement process required to secure a consultant like this, and have successfully delivered many state and federal grant projects in the past, including a current planning project in the STIF discretionary program.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

We plan to hire a consultant contractor through an appropriate procurement process to conduct this study. Our Legal staff have ample experience with including appropriate language in our contractor agreements to ensure compliance with state laws and policy. Similarly, all involved SMART administrative staff have experience with providing oversight, appropriate record keeping, and ensuring compliance with grant requirements throughout the project.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Electric Bus Route Modeling

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

Before SMART purchased and put our first two battery electric buses into service, we had a consultant conduct route modeling for several in-town routes. In order to continue our progress toward a 100% alternatively-fueled fleet by 2028, we need to determine the feasibility of deploying electric buses on longer distance routes.

This project would allow us to study our system comprehensively to better understand which charging technologies will work for our operational model, routes, and topography. In particular, we do not currently use our battery electric buses on our 1X route from Wilsonville to Salem and need to understand the requirements to be able to deploy electric buses on that route.

If funded, we would to hire a consultant through the appropriate procurement process to conduct route and rate modeling for our entire system and determine feasibility for deploying battery electric technology on our regional routes. The work product would be a written report and presentation. We intend to use the information from this study to inform future zero-emissions infrastructure investments.

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

\$150,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

STIF Intercommunity Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

This project is important to making the transition to a 100% alternative-fueled fleet for SMART and contributing to climate goals for the State of Oregon. As indicated above, our goal is to transition our fleet by 2028. If we do not receive this funding, our transition process may be delayed and our community, and the region we serve, would lose out on emissions reductions as a result.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This project does not directly improve access for vulnerable populations and/or historically marginalized communities; however, it is a step in the long and incremental process of providing safe, healthy, and climate-resilient public transportation service to Wilsonville and the region we serve. With a better understanding of how to introduce zero-emission buses to more of our routes, we can reduce greenhouse gas emissions from our vehicles for those using our service and anyone in the vicinity. The farther we can travel in battery electric buses, the more of our regional routes with low-income riders we can reach with clean buses and low or no fare transit.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

The faster we transition our transit fleet to alternative fuels, the sooner we can improve air quality for the communities we serve, which benefits our passengers as well as anyone nearby our routes. SMART has been a leader in this alternative fuel transition process in the region. We intend to share our experience with this modeling project and evolving best practices on battery electric buses with all the small transit providers in the region so that we can help others get started on this path or at least give confidence to other small transit providers that this can be done and the time to start is now.

In addition, the project will look to create charging synergies between SMART and Salem Cherriots. As Cherriots prepares to begin operating battery-electric buses, SMART will seek to enter into a reciprocal charging agreement for our shared services; Routes 1X and 80X.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

This project is directly related to our climate planning efforts. Purchasing the first few battery electric buses and charging infrastructure was a huge accomplishment for SMART, and this grant would support the continuation of our goal of a 100% alternative fueled fleet by 2028. This stage is perhaps more difficult in some ways; moving from a few vehicles to real, sustained alternatively-fueled service for the majority of our fleet. This planning project will address the challenge of running our service long distances on battery-electric and importantly, will also be a demonstration project for other transit providers who may be skeptical or unsure that this transition is viable for a small agency.

It is important to note that we will use this modeling information to improve our climate impact for our regional routes, including the service we are planning to run along I-205 between Wilsonville and Clackamas Town Center ahead of the anticipated tolling program. Figuring out how to provide bus service with battery-electric vehicles on this route would further address climate equity issues raised by tolling in this area.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

This project would not directly increase use of active transportation, but it certainly would encourage community members to feel safer biking and walking knowing that they can breathe easy around our buses. Particularly with more focus on air quality in Oregon the last few years with all the wildfires, many people are more aware of how air quality affects them and would appreciate the lack of tailpipe emissions when waiting at a bus stop and loading their bikes on our bus bike racks.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

This project would support the health of passengers in our transit buses and other roadway users encountering our vehicles by providing the information we need to transition these buses to zero-emissions power and improve air quality for the communities we serve.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

This project would support and improve the Statewide Transit Network by laying the very important groundwork for transitioning small transit providers over from diesel to alternative fuels, particularly battery-electric buses. While this study is only for SMART's service area which is a small part of the statewide network, showing the viability of this fleet transition for other small providers absolutely strengthens our network. It is quite likely that the request for proposals (RFP) SMART develops to contract with a consultant for this plan will be used as an example when other providers look to do the same kind of study for their own service area. Having a place to start will in turn make this path faster and hopefully easier for others to travel, and will contribute to meeting the State's climate goals.

Funding and Strategic Investment

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

This project makes sense both to address SMART's current need to figure out if it's possible to serve our regional routes to Salem and Clackamas Town Center in a battery-electric bus with current technology, but also to address Oregon's long term transit need to eliminate our dependence on fossil fuels. This planning work is one step in a longer process, an intermediate step, in getting from here to a minimal or zero emission transportation future.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

N/A

Project Details

Task Category

Planning

Planning

Give a brief (1-3 sentences) description of this project cost.

This is the cost to hire a consultant to look at (model) all of our regional bus routes and produce a written explanation of if, how, and under what conditions we can run service with battery electric buses. The consultant will assess our transit service routes, ask a lot of questions, research various products available in the marketplace, and present that information to transit staff.

Total Task Cost (Grant Amount + Match Amount)

\$200,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$160,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$40,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$40,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

0%

Percent of funds used for fixed route transportation

100%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

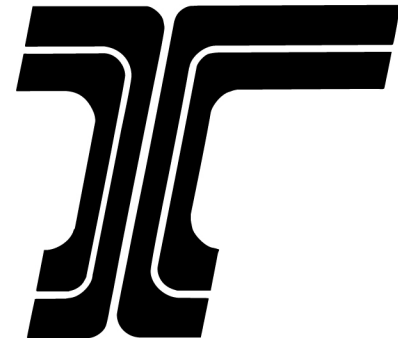
Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$200,000.00	\$160,000.00	\$40,000.00
Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$200,000.00	Total Grant Amount: \$160,000.00	Total Match Amount: \$40,000.00

Document Upload (Optional)

Electric bus rear view in traffic.jpg

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Hood River County Transportation District

Project Title

Columbia Gorge Express Intercity Service

Agency Legal Address

P.O. Box 1147, Hood River, Oregon 97031

Application Contact Name

Amy Schlappi

Application Contact Title

Executive Director

Application Contact Email Address

amy.schlappi@catransit.org

Application Contact Phone Number

(541) 386-4202

Name of Person Signing Agreement

Amy Schlappi

Title of Person Signing Agreement

Executive Director

Email Address of Person Signing Agreement

amy.schlappi@catransit.org

Phone Number of Person Signing Agreement

(541)386-4202

Agency Information

1. Transit Agency Type

Transportation District

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

Hood River County Transportation District (HRCTD) has been operating the Columbia Gorge Express (CGE) since 2019. In previous biennium's this service included a stop in The Dalles. For the 23-25 biennium The Link will be applying for funds to provide service between the City of Hood River and the City of The Dalles. The intent will be that HRCTD and The Link continue to work together to coordinate the two services so that connections can be as convenient as possible. Additionally, for the 23-25 biennium HRCTD will be expanding CGE service during the busy summer months to help mitigate the impact of increased visitors at Multnomah Falls and Gorge communities by reducing traffic congestion, safety concerns, private car usage; and encouraging local economic development.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

HRCTD is fully staffed with administrative and operational personnel needed to provide the Columbia

Gorge Express (CGE) service. Staff has experience successfully managing the Columbia Gorge Express Service and completing all grant reporting requirements. Amy Schlappi, Executive Director, has worked for HRCTD for more than 3 years and has more than 10 years of operational and financial management experience. Ty Graves, Operations Manager, is responsible for addressing service issues and managing field supervisors and transit drivers. He has extensive experience with managing public transit operations and compliance. Tiah Mayhew, Office Manager, works with staff to complete grant reporting requirements and fiscal management of the district. She has over 12 years of accounting experience and ensures that HRCTD is meeting State and Federal grant accounting requirements. Staff has access to legal and human resources consultants as needed.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

No

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Predominantly serves or provides access to and from rural communities

Serves an area outside of the applicant's geographic jurisdiction

Fills a significant gap in the Statewide Transit Network

Provides statewide benefits to multiple Public Transportation Service Providers outside of the area where the proposed project will be located

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Columbia Gorge Express Intercity Service

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

Hood River County Transportation District (HRCTD) is seeking funding to sustain the existing Columbia Gorge Express (CGE) intercity transit service which operates between the City of Hood River, City of Cascade Locks, Multnomah Falls, City of Troutdale, and Gateway Transit Center in the City of Portland seven days a week. Staff is working with partner organizations to potentially add a stop at the Bonneville Fish Hatchery to serve the Bonneville Dam, Fish Hatchery, and local hiking systems. The CGE service will provide 7 trips per day Mid-September through April and increase to 11 trips per day between May and early September. The minimum service level (7 trips per day, 7 days a week) was determined appropriate to ensure consistent trips (about every 1.5 hours) throughout the day and allow the service to meet the average demand throughout the year. Riders have communicated through surveys and interviews that this minimum frequency is important to make the service convenient when traveling to and from Portland for

different use cases. The expanded summer service level was determined to ensure service every hour to help alleviate overcapacity issues at the Multnomah Falls parking lot and to ensure appropriate capacity on CAT vehicles due to increased demand of riders visiting Multnomah Falls, Cascade Locks, and Hood River. Riders depend on CGE to access recreational sites, tourist attractions, jobs, medical services, and regional transit connections. The requested fund award would pay for administrative, operating, marketing, and preventative maintenance expenses directly related to the CGE service. CGE is supported by partnership agencies including the U.S. Forest Service, ODOT, Multnomah County, and State Parks as the service helps mitigate traffic congestion and safety concerns they experience due to visitors at Multnomah Falls and along the I-84 Corridor. CGE ridership in FY22 has increased over 300% when compared to FY21. When comparing the previous calendar year ridership monthly to pre-pandemic times it has increased 25% on average. CAT services overall have returned to or above pre-pandemic levels for year-round services. The CGE service meets Oregon Public Transportation Plan goals 1, 2, 3, 4, 5, 6, 7, 8, 9 and 10.

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

\$1,483,500.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Intercommunity Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

The Columbia Gorge Express (CGE) is an important part of the Statewide Transit Network and the backbone for the transit system in the Columbia Gorge National Scenic Area (NSA). The CGE connects other Gorge Transit Providers (Mt. Adam's Transportation Services, The Link, Skamania County Transit), Gorge Communities (Cascade Locks, Stevenson, White Salmon/Bingen, Hood River, The Dalles, Odell, Parkdale), and residents with the greater Portland Metropolitan area and Portland International Airport. Additionally, the CGE is an important tool for Portland residents and visitors to explore Multnomah Falls and recreate in the Gorge car free. Not only does this service provide vital connections but also helps achieve local and regional traffic congestion and climate change mitigation goals. Many public transit services are struggling to return to pre-pandemic ridership levels, the CGE ridership has exceeded pre-pandemic numbers. Our partners, including ODOT Region 1, U.S. Forest Service, Travel Oregon, Multnomah County, and the Columbia Gorge Tourism Alliance all use the CGE as a way to encourage visitors to visit the Gorge car free and reduce congestion at tourist attractions, recreation sites, trailheads, and in the small towns that are located in the NSA. If HRCTD does not receive funding to continue this service it would be greatly detrimental to transportation within the region and cut off public transit access between the NSA, Gorge communities, tourist attractions, the Portland Metropolitan Region, connections to other transit agencies and the Portland International Airport. This would greatly reduce the effectiveness of the Statewide Transit Network, create additional equity and environmental issues, increase parking issues at Exit 31 and other trailheads, and further spur I-84 traffic congestion in the NSA.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income

Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

The Columbia Gorge Express (CGE) service ensures safe and consistent public transit access along the I-84 corridor and between Gorge communities and the greater Portland Metropolitan Area. This service provides low-cost vital connections for low-income individuals, seniors, individuals with disabilities, and minority populations to get to and from work (Hood River, Cascade Locks, Portland), access to recreation sites (Hood River, Cascade Locks, Multnomah Falls) and services that may only be available in the Portland Metropolitan Region (medical, events, airport). 10.2% of the Hood River County population is within the poverty threshold, 15.2% is 65 or older, and 30% identifies as Latino. For the City of Hood River, 5.7% of the population is within the poverty threshold, 11.2% 65 or older and 23% identifies as Latino. For the City of Cascade Locks, 7.2% of the population is within the poverty threshold, 27.6 % 65 or older, and 11.8% identifies as Latino. This service serves two Native American in Lieu sites and through transfer in Hood River provides access to community members in Odell and Parkdale where migrant and farmworkers live. Strategic transfer points allows for transfers to CAT local services, Skamania County Transit, Mt. Adams Transportation Services in Klickitat County, and The Link in Wasco County. Many areas within these rural counties of the Mid-Columbia region lack vital services and a large portion of residents must travel outside of their county for employment, higher education, medical services or social services. Transportation has been recognized regionally as a social determinant of health and one of the biggest barriers to care in the Columbia Gorge Health Council's 2016 and 2019 Community Health Assessment. It should be noted that according to the State of Oregon Employment Department from 2020-2022 the cost of living in Hood River County has increased by 18.74%. For already marginalized populations this adds an increased pressure to meet basic needs. CGE meets a critical need to help reduce barriers to transportation exacerbated by the extreme cost of living increase seen in the past couple of years.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

The Columbia Gorge Express (CGE) service provides connections to multiple transportation services in the Gorge, including the Link in Wasco County, Mt. Adams Transportation Service in Klickitat County, and Skamania County Transit. Additionally, this service connects those services and those communities with TriMet services at the Gateway Transit Center. TriMet services then connect riders with the Amtrak station in Portland and to the Portland International Airport. Since July 2021 the four transit agencies listed above all share the low-cost annual GORge pass that allows pass holders to have unlimited access to any fixed route service in the Gorge during a calendar year. The CGE is seen as the backbone to that program and a large reason for why the GORge Pass Program has been successful. The CGE is also an important piece of how ODOT Region 1, the U.S. Forest Service, Multnomah County and Oregon State Parks mitigate traffic congestion and safety concerns at Multnomah Falls Exit 31. CGE partners encourage Multnomah Falls visitors to use transit instead of private cars to reduce traffic congestion and safety concerns.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

The Columbia Gorge Express (CGE) service is frequent enough throughout the day (every 1.5 hours for the majority of the year and every hour for peak summer months) to allow for more noncommuter trips. This fixed route service is a safe, reliable, convenient, and dependable transportation option for everyone. Transfers occur at strategic locations allowing people to seamlessly continue their trip to a variety of destinations. This consistency and access not only increases ridership but offers options for those who live

in or visit the Gorge. It also reduces the number of vehicles on the road, mitigating congestion, parking issues, greenhouse gas emissions and reducing air pollution in the Gorge's fragile eco-system. It also supports already high walking and biking levels within the Gorge communities of Hood River, and Cascade Locks and provides Portland residents with an easy, inexpensive way to access hiking, biking, wind and water sports and other recreational activities in the Gorge. Having multiple active transportation options allow people to stay active and healthy no matter their age, access to a vehicle, or economic status.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

The Columbia Gorge Express (CGE), with consistent frequency and strong connections with other transit providers and local CAT services allows for riders to complete many of their trips by using a combination of different transportation modes (transit, biking, and walking). All CAT buses have bike racks on them. The CGE buses have additional bike racks on the back to meet high demand of riders traveling with bikes. The CGE stops are at convenient locations near stores, recreational sites and bike paths. The CGE is seen as a huge asset within the community and allow youths, seniors, low-income individuals, individuals with disabilities reduced dependence on others. Several Columbia River Gorge employers have employees who rely on this service to get to and from work (breweries, restaurants, high-tech industries, etc). This coupled with direct connections to a large and eligible workforce, improved access to affordable residential growth opportunities and outdoor recreational activities will further help the Columbia River Gorge become one of the fastest growing regions in Oregon.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

HRCTD drivers are professional Class B drivers who pride themselves on safely transporting riders to and from their destinations. The CGE service reduces the amount of private vehicles on the I-84 corridor, Multnomah Falls Exit 31 and in Gorge communities reducing parking, traffic congestion and safety issues.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

The Columbia Gorge Express (CGE) service directly connects rural communities (Cascade Locks, Hood River) and other rural communities (Stevenson, White Salmon/Bingen, The Dalles, Odell, Parkdale) through transfers. CGE also connects these rural communities with the greater Portland and Vancouver Metropolitan urban areas. CGE completes a strategic piece of the Statewide Transit Network by linking Gorge communities to transit and connecting them with Portland/Vancouver and beyond through rail and the Portland International Airport. Without the CGE there would be no consistent transit service to connect Hood River, Cascade Locks, and Multnomah Falls to Portland. At the key transfer hubs there are easy connections from the CGE to other services. CGE also allows for passengers in the Portland Metropolitan Region to access recreation activities on Mt. Hood with transfers to the Gorge-To-Mountain Express during the winter months.

Funding and Strategic Investment

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

This project will be funding ongoing operations for the CGE service which has a clear benefit to the Statewide Transit Network and ongoing Statewide Network Discretionary funding is the only reasonable funding source at this time. The CGE service provides vital connections between urban areas and small rural areas allowing for locals and visitors access to tourist attractions, recreational sites, jobs, food,

medical services and access to other transit providers, Amtrak and the Portland International Airport. CGE helps reduce traffic congestion and safety concerns along I-84 (one of the busiest corridors in Oregon).

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

Recommendation from ODOT is to continue applying for funds through the STIF Intercommunity Discretionary fund. HRCTD hopes that this service will be designated a service of statewide significance and not require HRCTD to continually apply for competitive grants to sustain the program.

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

N/A

Project Details

Task Category

Project Administration

Operating

Preventive Maintenance

Project Administration

Give a brief (1-3 sentences) description of this project cost.

The minimum Project Administration Cost is \$314,700 (Administrative Wages, Administrative Expenses, Marketing) which would be 7 trips a day, 7 days a week year round without the summer expanded service. The ideal Project Administration Cost would be \$371,020 (Administrative Wages, Administrative Expenses, Marketing) and include the expanded summer service.

Total Task Cost (Grant Amount + Match Amount)

\$371,020.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$296,816.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$74,204.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)

\$333,918.00

\$37,102.00

Operating

Give a brief (1-3 sentences) description of this project cost.

The minimum Operating Cost is \$1,138,800 (Direct Service Wages, Operations Expenses) which would be 7 trips a day, 7 days a week year round without the summer expanded service. The ideal Project Administration Cost would be \$1,364,080 (Direct Service Wages, Operations Expenses) and include the expanded summer service.

Total Task Cost (Grant Amount + Match Amount)
\$1,364,080.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity (80% State Share)**
\$1,091,264.00

**Match Amount - STIF Discretionary/STIF
Intercommunity (20% Local Share)**
\$272,816.00

10% Match Rate Calculations (For Qualified Applicants)

**Grant Amount - STIF Discretionary/STIF
Intercommunity (90% State Share)**
\$1,227,672.00

**Match Amount - STIF Discretionary/STIF
Intercommunity (10% Local Share)**
\$136,408.00

Preventive Maintenance

Give a brief (1-3 sentences) description of this project cost.

Preventative Maintenance and repairs for vehicles used on the CGE service. The minimum Preventative Maintenance cost would be \$80,000 for the 7 trips per day, 7 days a week. \$90,000 includes \$10,000 for the vehicle needed for the summer expanded service.

Total Task Cost (Grant Amount + Match Amount)
\$90,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$72,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$18,000.00

10% Match Rate Calculations (For Qualified Applicants)

Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$81,000.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$9,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$275,204.00
State	\$89,816.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

0%

Percent of funds used for fixed route transportation

100%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$371,020.00	\$296,816.00	\$74,204.00
Operating	\$1,364,080.00	\$1,091,264.00	\$272,816.00
Preventive Maintenance	\$90,000.00	\$72,000.00	\$18,000.00

Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$1,825,100.00	Total Grant Amount: \$1,460,080.00	Total Match Amount: \$365,020.00

Application Totals Summary By Task - 10% Match Rate (For Qualified Applicants)

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$371,020.00	\$333,918.00	\$37,102.00
Operating	\$1,364,080.00	\$1,227,672.00	\$136,408.00
Preventive Maintenance	\$90,000.00	\$81,000.00	\$9,000.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$1,825,100.00	Total Grant Amount: \$1,642,590.00	Total Match Amount: \$182,510.00

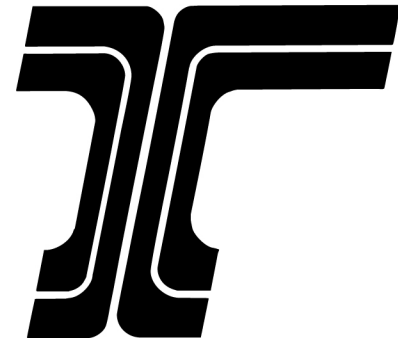
Document Upload (Optional)

Combined Letters of Support for Gorge Transit Projects.pdf

CAT Ridership FY18-22.jpg

CGE Map.png

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Hood River County Transportation District

Project Title

Intelligent Information Systems

Agency Legal Address

P.O. Box 1147, Hood River, Oregon 97031

Application Contact Name

Amy Schlappi

Application Contact Title

Executive Director

Application Contact Email Address

amy.schlappi@catransit.org

Application Contact Phone Number

(541) 386-4202

Name of Person Signing Agreement

Amy Schlappi

Title of Person Signing Agreement

Executive Director

Email Address of Person Signing Agreement

amy.schlappi@catransit.org

Phone Number of Person Signing Agreement

(541) 386-4202

Agency Information

1. Transit Agency Type

Transportation District

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

Hood River County Transportation District (HRCTD) has been operating public transportation services in the Columbia River Gorge since 1993. For the 23-25 biennium HRCTD will be applying for funds to purchase and implement Intelligent Information Systems to improve rider experience, transit system management, and reporting capabilities. These improvements will create a streamlined rider experience and reduce staff time spent on activities that can be automated.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

Yes

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

No

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

Yes

Agency Qualifications

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

HRCTD (Hood River County Transportation District) is fully staffed with administrative and operational

personnel needed to implement the Intelligent Information Systems Project. Staff has experience successfully implementing complex projects and completing all grant reporting requirements. Amy Schlappi, Executive Director, has worked for HRCTD for more than 3 years and has more than 10 years of operational and financial management experience. Ty Graves, Operations Manager, is responsible for addressing service issues and managing field supervisors and transit drivers. He has extensive experience with managing public transit operations and compliance. Tiah Mayhew, Office Manager, works with staff to complete grant reporting requirements and fiscal management of the district. She has over 12 years of accounting experience and ensures that HRCTD is meeting State and Federal grant accounting requirements. Staff has access to legal and human resources consultants as needed.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

HRCTD will follow FTA procurement policies to select contractors to install equipment for the Automated Passenger Counters (APC's) and Dynamic Fare Payment Solutions, and Real Time Passenger Displays. Contractors will be selected and given installation instructions and resources if issues arise.

Contractors/HRCTD will agree on timeline for completion. The designated project manager for HRCTD will ensure deliverables are completed in a timely manner and expectations are met.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Predominantly serves or provides access to and from rural communities

Serves an area outside of the applicant's geographic jurisdiction

Fills a significant gap in the Statewide Transit Network

Provides statewide benefits to multiple Public Transportation Service Providers outside of the area where the proposed project will be located

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Intelligent Information Systems

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

Hood River County Transportation District (HRCTD) will procure and implement Intelligent Information

Systems (IIS) including but not limited to APC's, upgraded dispatching software, real time passenger information systems and dynamic fare payment solutions. Implementation will take effect on all CAT services but regional services departing from the main CAT office in Hood River County and traveling to Portland, Multnomah County (Columbia Gorge Express), South to Mount Hood (Gorge-To-Mountain Express) and East to The Dalles, Wasco County (Columbia Gorge Express) will be prioritized. Local services within Hood River County (Hood River City Route, Cascade Locks, Upper Valley, HR Connect, Dial-A-Ride, and seasonal services) will also receive upgrades to all effected systems and improvements. This project meets Oregon Public Transportation Plan goals 1, 3, 4, 6, 7, 9, and 10.

Task 1: Upgraded and improved dispatching and real time information software. Task 1 would be to upgrade our current software to be a more functional, and all encompassing solution that better serves both riders and staff. The new software allows for routing and tracking of fixed route and deviated fixed route services and provides real time information for customers through customer facing data. Upgraded software would not only improve customer interactions and allow for better routing to serve more people but also reduce the amount of staff time involved in booking rides that depending on complexity may take up to 1 hour for 1 single ride. Improvements would include automated notifications of vehicle arrival times for passengers, ability for riders to schedule their own rides without calling into the office and greatly improved reporting for office staff. The cost is \$4,166.70 per month and a total of \$50,000/year for 10 licenses (the amount of vehicles operating at any given time). This project is for end user software licenses only, no equipment will be purchased since CAT already has tablets that are compatible with the software.

Task 2: Add automated passenger counters to all revenue service vehicles in CATs fleet (17 vehicles total). Task 2 would be to add APC's to all vehicles in the fleet to ensure all vehicles have accurate boarding and ridership information. The majority of CAT's vehicles have only 1 door so they only need 1 APC, 5 vehicles have 2 doors so they need 2 APC's. APC's would not only increase safety by allowing the drivers to focus on driving instead of counting the number of passengers boarding and exiting but also reduce office staff time needed to complete service planning, monthly reporting and quarterly grant reporting. APC's would both greatly reduce the amount of staff time required to process ridership information, but also reduce the margin of error. The cost for APC's would be \$176,000 for initial purchase and installation and \$1,000 for project administration.

Task 3: Add Dynamic fare payment solutions to 11 CAT revenue vehicles. 6 vehicles already have the hardware as part of a pilot program. Task 3 would be to improve Hood River County's fare payment solutions to be streamlined and allow for cashless payment solutions on the vehicle. Improved dynamic fare solutions would not only improve riders experience by allowing them to easily and seamlessly purchase and transfer tickets but would also increase safety by allowing the driver to focus on other things besides making sure riders have valid fare. The cost for dynamic fare payment solutions would be \$37,994 for purchase and installation and \$3,000 for project administration.

Task 4: Installation of Real Time Passenger Displays. Task 4 would be to install real time passenger information systems to improve the overall passenger experience. The real time information displays was purchased with a previous grant, the installation was supposed to be a straight forward user friendly process to be done with HRCTD staff however installation has proven to be difficult and requires professional assistance. The cost to install the real time passenger information systems will be \$15,000 and \$2,000 for project administration.

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

\$194,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

Currently, Hood River County Transportation District (HRCTD) has very manual processes for dispatching, ridership collection, service planning, dissemination of information, and booking demand response, NEMT, and deviated trips. The intent of the Intelligent Information Systems project is to reduce the strain on staff resources that is needed in order to produce required state and federal reports, serve our community, and plan appropriate level of services. Ridership is currently collected manually by drivers and then collated by office staff. It is generally acknowledged that while the staff is diligent in tracking ridership and reviewing reporting that passenger trips are undercounted. The current process for tracking ridership allows for multiple instances of human error and the amount of fare revenue collected has been higher than what ridership numbers have reflected. Drivers should be focused on safely operating vehicles rather than focusing on ensuring they have accurately counted riders getting on and off at each stop. APC's, upgraded dispatching software, and dynamic fare payment solutions would allow the district to have accurate ridership information and improved data for budget, planning, and reporting purposes. Additionally, there will be an improved user experience with enhanced Wi-Fi, improved trip scheduling, simplified payment systems and increased access to information for passengers. The project would reduce staff stress levels while also permitting an enhanced passenger experience by allowing drivers and office staff to more closely monitor operations and attend directly to passenger needs instead of performing tasks that could be automated. If this project is not funded user experience and data collection for budget, planning, and reporting purposes will continue to be impacted.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

CAT services provides low-cost vital connections for low-income individuals, seniors, individuals with disabilities, and minority populations to get to and from work (Hood River, Upper Valley, The Dalles, Cascade Locks, Portland), access to recreation sites (Hood River, Cascade Locks, Multnomah Falls, Mt. Hood Meadows), medical services (Hood River, The Dalles, Portland), food, and services that may only be available in the Portland Metropolitan Region (events, airport). This project helps staff plan appropriately based on ridership trends and travel patterns and improve rider experience by providing easily accessible schedules and real time data. 10.2% of the Hood River County population is within the poverty threshold, 15.2% is 65 or older, and 30% identifies as Latino. For the City of Hood River, 5.7% of the population is within the poverty threshold, 11.2% 65 or older and 23% identifies as Latino. For the City of Cascade Locks, 7.2% of the population is within the poverty threshold, 27.6 % 65 or older, and 11.8% identifies as Latino. Within Hood River County there are two Native American in Lieu sites and a large population of migrants and farmworkers largely focused in Odell and Parkdale. Strategic transfer points allows for transfers to Skamania County Transit, Mt. Adams Transportation Services in Klickitat County, The Link in Wasco County, and TriMet in Portland. Many areas within these rural counties of the Mid-Columbia region lack vital services and a large portion of residents must travel outside of their county for employment, higher education, medical services or social services. Transportation has been recognized regionally as a social determinant of health and one of the biggest barriers to care in the Columbia Gorge Health Council's

2016 and 2019 Community Health Assessment. It should be noted that according to the State of Oregon Employment Department from 2020-2022 the cost of living in Hood River County has increased by 18.74%. For already marginalized populations this adds an increased pressure to meet basic needs. CAT services meet a critical need to help reduce barriers to transportation exacerbated by the extreme cost of living increases seen in the past couple of years. The Intelligent Information Systems project makes public transportation more equitable for new and existing riders to use CAT and other public transportation services.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project would improve overall passenger experience by allowing passengers of all ages, abilities, ethnicities, and vulnerabilities to easily access schedule, vehicle location, inclement weather and other real time alerts/information. Access to this information would improve the passenger experience by reducing potential wait times, enhancing trip planning abilities, and informing passengers in real time of delays. A more streamlined and robust payment solution would improve the overall passenger experience and have the potential to benefit multiple transit providers by offering integrated fares/passes that would simplify the process for both riders and agencies alike. The Intelligent Information Systems project complements City of Sandy's Technology Program Implementation project and helps ensure that small transit providers are able to plan services efficiently, utilize available technology and offer user friendly tools. When transit agencies are able to use similar technology that is easy to use and understand it is easier for riders to use multiple agencies that connect as part of the Statewide Transit Network. Since July 2021 The Link, Skamania County, Klickitat County and CAT all share the low-cost annual GORge pass that allows pass holders to have unlimited access to any fixed route service in the Gorge during a calendar year. CAT intends to continue working with other small transit providers to use the same technology when possible to create a cohesive user experience, standardized data, and data format.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

This project goes beyond providing an alternative to personal car use to reduce greenhouse gas emissions by providing not only alternative means of transportation but encouraging individuals to use those alternative means of transportation by creating a more efficient transit system and making it easier to use. This reduces the number of vehicles on the road, mitigates congestion, greenhouse gas emissions and reduced air pollution in the Gorge's fragile eco-system. It also supports already high walking and biking levels within the Gorge communities of Hood River, and Cascade Locks and provides Portland residents with an easy, inexpensive way to access hiking, biking, wind and water sports and other recreational activities in the Gorge. Having multiple active transportation options allow people to stay active and healthy no matter their age, access to a vehicle, or economic status.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Intelligent Information Systems project streamlines services, increases accessibility, and creates user friendly modes of payment which has the ability to increase ridership and be an alternate to private car use for not only transit dependent individuals but also for recreational users. The project would increase use and participation in active transportation and support connections between transit and other modes of transportation by allowing passengers easy access to real time information. With real time bus location and

schedule information readily available passengers can make educated decisions on how to best use the services to serve their individual needs. CAT services offers consistent frequency and strong connections with other transit providers allowing riders to complete many of their trips by using a combination of different transportation modes (transit, biking, and walking). All CAT vehicles are equipped with bike racks to support riders using bikes as a first/last mile solution. CAT bus stops are at convenient locations near stores, recreational sites and bike paths. CAT services are seen as a huge asset within the community and allow youths, seniors, low-income individuals, individuals with disabilities reduced dependence on others. Several Columbia River Gorge employers have employees who rely on this service to get to and from work (breweries, restaurants, high-tech industries, etc). This coupled with direct connections to a large and eligible workforce, improved access to affordable residential growth opportunities and outdoor recreational activities will further help the Columbia River Gorge become one of the fastest growing regions in Oregon.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

HRCTD drivers are professional Class B drivers who pride themselves on safely transporting riders to and from their destinations. CAT services reduce the number of private vehicles on the road, in parking lots and in already congested downtowns mitigating safety issues and traffic congestion. The safety of passengers in Hood River County Transit vehicles would be greatly improved with the implementation of one or more of the proposed technologies that would allow the drivers to focus more on driving and less on other tasks that can be automated with the use of various technologies. Drivers wouldn't be distracted by counting the number of passengers or announcing stops and be able to fully focus on safely driving the vehicle at all times. Ensuring all customers have accurate and up to date information will also reduce stress on customers and staff alike allowing for smoother overall operations.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

The Intelligent Information Systems project supports all CAT services. CAT services directly connects the Portland Metropolitan urban area with rural communities (Hood River, Cascade Locks, Odell, Parkdale) and other rural communities (Stevenson, White Salmon/Bingen, The Dalles) through transfers. These services completes a strategic piece of the Statewide Transit Network by linking Gorge communities to transit and connecting them with Portland/Vancouver and beyond through rail and the Portland International Airport. Without these services there would be no consistent transit service to connect Hood River, Cascade Locks, and Multnomah Falls to Portland.

Funding and Strategic Investment

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

The implementation of intelligent information systems makes sense from both the perspective of current and long term transit needs in Oregon. In order to continue to grow public transit use in Oregon, transit systems must be convenient, easy to use, and serve rider needs. This is not a ongoing funding opportunity, but one-time funding request. These improvements allow for improved safety, equitable access, and enhanced service planning.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

The improved dispatch software will be included in operational expenses after the 23-25 biennium. All other tasks will be completed in the 23-25 biennium and will not require additional funding.

29. Does this project depend on other funding sources including other discretionary grants whose

outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.
N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.
N/A

Project Details

Task Category
Equipment Purchase
Project Administration

Equipment Purchase

Equipment Request

Equipment Description	Quantity	Cost Each (Project Cost)	Total Cost	Est. Order Date	Est. Delivery Date
Improved Dispatch/Real time Software	1	\$50,000.00	50,000.00	12/5/2022	2/27/2023
Automated Passenger Counters (APC'S)	22	\$8,000.00	176,000.00	9/4/2023	11/30/2023
Dynamic Fare Payment Solutions Hardware	11	\$3,454.00	37,994.00	7/1/2023	8/1/2023
Real Time Passenger Information Systems- Installation	15	\$1,000.00	15,000.00	7/3/2023	7/3/2023

Grand Total:
278,994.00

Total Task Cost (Grant Amount + Match Amount)
\$278,994.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$223,195.20

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$55,798.80

10% Match Rate Calculations (For Qualified

Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$251,094.60

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$27,899.40

Project Administration

Give a brief (1-3 sentences) description of this project cost.

\$1,000 for project administration for overseeing installation of APC's. \$3,000 for project administration for dynamic fare solution implementation. \$2,000 for overseeing installation of real time displays.

Total Task Cost (Grant Amount + Match Amount)
\$6,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$4,800.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$1,200.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$5,400.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$600.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$56,998.00

Are matching funds of at least 20% of project costs available if the project is awarded?
Yes

What percent of funds will be used for demand response transportation?
15%

Percent of funds used for fixed route transportation
85%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project

Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$278,994.00	\$223,195.20	\$55,798.80
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00
Project Administration	\$6,000.00	\$4,800.00	\$1,200.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
Total Project Cost:		Total Grant Amount:	Total Match Amount:
\$284,994.00		\$227,995.20	\$56,998.80

Application Totals Summary By Task - 10% Match Rate (For Qualified Applicants)

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$278,994.00	\$251,094.60	\$27,899.40
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00

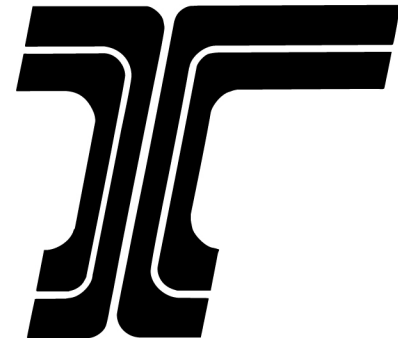
Project Administration	\$6,000.00	\$5,400.00	\$600.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$284,994.00	Total Grant Amount: \$256,494.60	Total Match Amount: \$28,499.40

Document Upload (Optional)

Combined Letters of Support for Gorge Transit Projects.pdf

CAT Ridership FY18-22.jpg

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Tri-County Metropolitan Transportation District of Oregon

Project Title

MAX Light Rail Service Plan

Agency Legal Address

1800 SW 1st Avenue, Suite 300, Portland, Oregon 97201

Application Contact Name

Kate Lyman

Application Contact Title

Manager, Service Planning & Development

Application Contact Email Address

LymanK@trimet.org

Application Contact Phone Number

(503) 962-2137

Name of Person Signing Agreement

Nancy Young-Oliver

Title of Person Signing Agreement

Executive Director, Finance & Administrative Services

Email Address of Person Signing Agreement

YoungN@trimet.org

Phone Number of Person Signing Agreement

(503) 962-5875

Agency Information

1. Transit Agency Type

Transportation District

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

Created in 1969, the Tri-County Metropolitan Transportation District of Oregon (TriMet) is a special district of the State of Oregon, governed by a 7-member Board appointed by the Governor. TriMet serves a population of approximately 1.5 million people in a 382 square mile service district within the urban portion of the three-county Portland metropolitan area and provides a full range of services through five light rail lines (MAX), 85 bus routes, and a commuter rail line (WES). In FY2021 (July 1, 2020 - June 30, 2021), TriMet's bus ridership was 24.9 million, and its rail ridership was 14.9 million. TriMet also provided 268,155 door-to-door LIFT service trips for qualified persons with mobility challenges who are unable to ride on TriMet's fixed route services.

This project supports service planning to restore ridership and improve service on TriMet's fixed-route network.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

Yes

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

No

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

Yes

Agency Qualifications

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

TriMet is a special purpose district created under Oregon State law and has full legal authority to develop and maintain transit projects and transit service within the tri-county district. Over the past 10 years, TriMet has successfully delivered on grants received from FTA including, but not limited to, Section 5307, 5337, 5339, 5310, 5316, 5317, 5309, CARES, CRRSAA and ARP grants. TriMet maintains capital replacement funding and the ability to bond with a high rating. In short, TriMet has the technical, legal and financial capacity to implement this project. TriMet is also the STIF Formula Qualified Entity for Clackamas, Multnomah and Washington Counties.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

TriMet will procure a contract for professional consulting services as a part of this project. TriMet planning staff will serve a project management role and oversee the work product and activities of the contractor to ensure compliance with ORS 184.751 and the provisions of OAR Chapter 732 division 40 and 44.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

MAX Light Rail Service Plan

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

The purpose of this project is to extend the work that has been conducted for the Forward Together planning process, which has focused on TriMet's bus network, and to analyze service improvements for the MAX light rail system. Key goals identified in Forward Together have been to 1) maximize ridership on

TriMet, and 2) serve equity communities and particularly low-income riders. This work will seek to evaluate short- and long-term service improvements on MAX that meet those two goals.

Q1 & Q2 FY2024

Task 1: Short Term Service Plan (40%)

Consultant shall use information on passenger loads by segment of the MAX system and time of day to propose increases in service that would best generate new ridership and serve equity communities, given existing constraints on budget and fleet availability.

Deliverables:

- Memorandum describing methodology and evaluation of service options, including a description of ridership potential and equity considerations
- Proposed list of service improvements with description of increases in weekly train hours and peak vehicle requirement

Q3 & Q4 FY2024

Task 2: Medium and Long-Term Service Plan (50%)

Consultant shall reference existing travel demand modeling being conducted through the Regional Transportation Plan process and related project efforts to evaluate options and identify:

- Service improvements for 2030 that would maximize increases in ridership and serve equity communities
- Service improvements for 2045 that would maximize increases in ridership and serve equity communities

Consultant shall provide analyses of weekly train hours required to operate each proposed service improvement, as well as the increased peak vehicle requirement associated with each service improvement, summarized by time frame.

Q1 FY2025

Task 3: Final Report (10%)

Consultant shall produce a report summarizing the methodology and results of tasks 1 and 2.

This project addresses the Metro Regional Transit Strategy, which is the transit modal component of the Regional Transportation Plan adopted by Metro Council in December of 2018. See <https://www.oregonmetro.gov/sites/default/files/2020/07/29/Adopted-2018-RTP-all-chapters.pdf>.

Policy 4: make transit more convenient by expanding high capacity transit and improving transit speed and reliability through the regional enhanced transit concept.

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

\$250,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

This project leverages the complementary planning effort of the Forward Together 2.0 to ensure that service on the MAX light rail system enhances and is well coordinated with the bus system service changes that will be implemented as a result of the Forward Together 2.0 service planning project. If not funded at this time, there may be slower ridership recovery on the overall fixed route network.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

The purpose of this work is to evaluate service improvements for the MAX system that would most benefit equity communities and increase ridership overall. Large segments of the MAX Blue, Red, Yellow, Green and Orange lines pass through areas that are defined in TriMet's STIF plan as "equity areas" with a higher than average number of low-income and/or minority households. This includes portions of East Portland, North Portland, Milwaukie and the Highway 26 corridor. Increasing the frequency of MAX service in those areas will improve access to jobs, housing, medical care, and food for historically marginalized communities, people with disabilities, individuals with limited English proficiency and low-income households.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project will improve the passenger experience by ensuring that MAX revenue service hours, frequency and time transfers are well coordinated with the bus network and responsive to travel demand and changes in travel patterns in a post-pandemic world. This plan and TriMet's Forward Together 2.0 bus service planning effort, have set goals to maximize ridership recovery and improve service to better serve low-income and historically marginalized communities.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

With the goal of recovering and increasing ridership by implementing service changes that are responsive to post-pandemic travel patterns, this project seeks to reduce vehicle miles traveled by shifting trips from single occupancy vehicles to public transit. Frequent and reliable MAX service is foundational to increasing ridership across the system. TriMet uses clean-energy to operate MAX lines, reducing the overall carbon footprint of the MAX system. MAX trips that transfer to or from the bus network also contribute to greenhouse gas reductions. TriMet's diesel bus fleet currently uses low emission renewable diesel or battery electric propulsion. TriMet is committed to achieving a 100% zero emission fleet by 2040.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Every fixed route transit trip begins with an active transportation component like biking or walking. TriMet provides space for bicycles on MAX trains and buses and many MAX stations are located near multi-use paths or provide access to bike share services. This project supports connections between the bus system and MAX, and in turn between the broad transit network and walking and biking. Increasing the speed,

reliability and frequency of transit service also makes multi-modal trips smoother and more reliable overall.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

Improvements to on-time performance and reliability of transfers increases safety during the transfer process by reducing unpredictable, distracted or rushed crossing of streets, parking lots and rail tracks.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

TriMet's MAX station areas are used as Statewide Network connection points for Columbia County Rider, Sandy Area Transit, Tillamook County Transportation District, Columbia Area Transit, and the Columbia Gorge Express. Improvements to MAX service benefit network connections to these transit services. Planning for complementary MAX service improvements at this time will provide cost savings across both projects and ensure that the planning efforts are well coordinated.

The Portland Metropolitan Region is a destination and a hub for other transportation services in the State. Overall improvements to the speed, reliability and frequency of the TriMet network provide benefits to the overall Statewide Transit Network.

Funding and Strategic Investment

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

The timing of this project is leveraging investments in TriMet's bus service planning Forward Together 1.0 and Forward Together 2.0 to ensure that MAX service is well integrated with ridership recovery efforts and bus service updates.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

n/a

Project Details

Task Category

Planning

Planning

Give a brief (1-3 sentences) description of this project cost.

Project funds will be used to procure contracted professional services to complete the service analysis

tasks outlined in the project description.

Total Task Cost (Grant Amount + Match Amount)
 \$250,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
 Intercommunity/5311f (80% State/Fed Share)**
 \$200,000.00

**Match Amount - STIF Discretionary/STIF
 Intercommunity/5311f (20% Local Share)**
 \$50,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$50,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?
 Yes

What percent of funds will be used for demand response transportation?
 0%

Percent of funds used for fixed route transportation
 100%

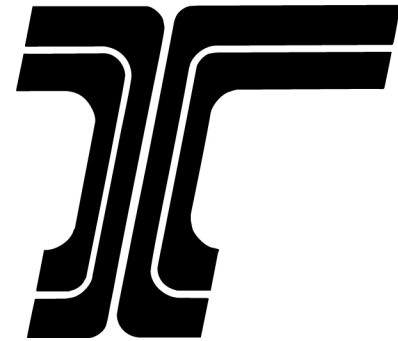
Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$250,000.00	\$200,000.00	\$50,000.00

Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$250,000.00	Total Grant Amount: \$200,000.00	Total Match Amount: \$50,000.00

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Tri-County Metropolitan Transportation District of Oregon

Project Title

TriMet Transit Priority Spot Improvements

Agency Legal Address

1800 SW 1st Avenue, Suite 300, Portland, Oregon 97201

Application Contact Name

Luke Norman

Application Contact Title

Planner

Application Contact Email Address

NormanL@trimet.org

Application Contact Phone Number

(503) 962-2133

Name of Person Signing Agreement

Nancy Young-Oliver

Title of Person Signing Agreement

Executive Director, Finance & Administrative Services

Email Address of Person Signing Agreement

YoungN@trimet.org

Phone Number of Person Signing Agreement

(503) 962-5875

Agency Information

1. Transit Agency Type

Transportation District

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Fixed Route

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

This project supports TriMet's fixed route network by making targeted improvements to reduce delays and improve reliability for riders of those routes.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

Yes

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

No

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

Yes

Agency Qualifications

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

TriMet is a special purpose district created under Oregon State law and has full legal authority to develop and maintain transit projects and transit service within the tri-county district. Over the past 10 years, TriMet has successfully delivered on grants received from FTA including, but not limited to, Section 5307, 5337, 5339, 5310, 5316, 5317, 5309, CARES, CRRSAA and ARP grants. TriMet maintains capital replacement

funding and the ability to bond with a high rating. In short, TriMet has the technical, legal and financial capacity to implement this project. TriMet is also the STIF Formula Qualified Entity for Clackamas, Multnomah and Washington Counties.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

Multiple jurisdictions within the TriMet District will have the opportunity to partner on TPSI projects. TriMet will continue to use the existing model established for pilot transit stop improvements as well as for right-of-way improvements near transit stops. An Intergovernmental Agreement is developed and put in place for each participating jurisdiction. IGAs include compliance with ORS 184.751 and the provisions of OAR Chapter 732 division 40 and 44.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

TriMet Transit Priority Spot Improvements

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

TriMet will identify, evaluate and design transit priority spot improvements for segments of the right of way where buses experience substantial delays due to traffic congestion. Where the need for transit priority is identified, TriMet will partner with local jurisdictions to implement the improvements within 12-24 months of identification. These projects have limited scopes, typically single intersections or right-of-way segments, which provide significant reductions in delay and can be implemented in the near term without development of transit corridor plans.

Examples of the types of improvements that will be implemented include: re-striping for bus-only/ bus-bike-only lanes or right-turn-only except bus lanes; reallocating lane space to prevent buses from being delayed behind vehicles making left turns or queuing at freeway/highway interchanges; bus-only signals or signal improvements and adjustments.

TriMet will complete the following activities:

- Identify bus delay points based on performance measures;
- Evaluate delay points and potential improvements with input from planning staff; bus operators; field supervisors; safety; scheduling; training; planning and engineering staff of jurisdictional partners; and community groups and members of the public, as needed;
- Evaluate project readiness and feasibility based on level of design, engineering, planning, cost impact, and political support required to implement;
- Evaluate short-term impact of improvements by measuring transit peak delay and delay variability with the goal of decreasing delay and increasing reliability;
- Evaluate long-term impact of improvements by measuring boarding and rides per revenue hour with the goal of increasing ridership; and
- Communicate the impact of improvements with internal stakeholders, jurisdictional partners; riders, community groups and members of the public.

Design and engineering will be completed by TriMet, and/or local jurisdictions, depending on the complexity of the project scope. Projects will be implemented/constructed by local jurisdictions' departments responsible for maintenance of the right-of-way and/or traffic signals. TriMet established this model and piloted transit spot priority improvements with the City of Portland, beginning in 2017, across 10 locations. Where these improvements were implemented, the average delay decrease was 20% with the highest measured decrease of 61%. The implemented improvements benefited a total of 15 bus lines. TriMet received a FY2020-21 STIF Discretionary grant to begin expanding the project. Since 2019, an additional 13 projects have been completed with assistance from STIF Discretionary grants. In FY2020, TriMet established the TPSI Intergovernmental Agreement with the City of Portland and began the process of establishing an IGA with Washington County. The TPSI program also prompted the City of Portland to provide funding above and beyond their initial match commitment to complete additional spot improvements on the Line 6 route which serves a large number of low-income and minority households.

Transit priority improvements are included on page 42 of the Regional Public Transportation Improvement Plan adopted by the TriMet Board in October of 2018. The Transit Priority Spot Improvement Program is specifically identified on page 18 of the City of Portland Enhanced Transit Corridors Plan that was adopted in June of 2018. A Transit Priority Program is a component of the City of Portland Transportation System Plan adopted in June of 2016.

<https://www.portlandoregon.gov/transportation/article/686885>

<https://www.portlandoregon.gov/transportation/73298>

In addition, Transit Priority addresses the Metro Regional Transit Strategy, which is the transit modal component of the Regional Transportation Plan adopted by Metro Council in December of 2018. See <https://www.oregonmetro.gov/sites/default/files/2020/07/29/Adopted-2018-RTP-all-chapters.pdf>

Policy 1: implement and expand "transit priority treatments" to help improve transit speed and reliability; and

Policy 4: make transit more convenient by expanding high capacity transit and improving transit speed and reliability through the regional enhanced transit concept.

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

\$625,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

This project supports and improves the workhorse backbone of the transit system in the Portland Metropolitan Region, which is bus service. It leverages low-cost, strategic investments in roadways to reduce delay and other impacts to bus service reliability, which in turn contributes to the operational efficiency of the entire transit network. If unfunded, the number of TPSI projects that could be completed within the biennium would be reduced, and the ability to reduce delay could effect the ability to recover ridership post-Covid and delays would disproportionately impact lower income communities who's residents take longer trips, on average.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

TriMet prioritizes transit priority spot improvements for bus lines where at least one-half of revenue vehicle hours occur in census block groups with high concentrations of low-income households. Bus lines where one-third of revenue vehicle hours occur in census block groups that have above-average populations of racial minorities are also prioritized.

Lower income populations in the Portland Metropolitan region tend to live in areas that are further from the Central City core. They often take longer trips to access employment, services and healthcare. Transit Priority Spot Improvements provide a low-cost means to decrease delay and shorten travel times on the overall system. This in turn benefits the ridership who is most impacted by delay, which are the low income riders that take longer trips.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project leverages the transit-specific planning, design and engineering expertise of TriMet with the asset-specific maintenance and operations knowledge of local jurisdictions throughout the Portland Metropolitan region. To maximize the impact of the STIF funding, local jurisdictions will provide match funding for projects that are implemented inside their right-of-way or boundaries.

Collaboration between TriMet and local jurisdictions in implementing transit priority spot improvements also can provide cost savings in cases where the improvement can be implemented as part of routine maintenance of right-of-way or signals, or other planned capital investment.

Overall, this project reduces duplication of planning efforts and ensures that local jurisdictions are incorporating low-cost, identified improvements that benefit transit as part of their regular maintenance and capital improvement activities.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

The project contributes to reducing greenhouse gas emissions and pollution by implementing improvements that will result in increased ridership on transit and reduced vehicle miles traveled. The increase in ridership for the improvements that result from this project will be measured and the resulting decrease in VMT / emissions can be calculated from these measurements. Reduction in idle-time caused by transit vehicle delay also contributes to the reduction of greenhouse gases.

Transit is an active transportation mode. Potential positive health outcomes result from the use of active transportation modes, and in the case of transit use results from the walking trip to and from transit stops. In addition, reduced travel times can contribute to reduction in stress and more time for life enriching and health supportive activities.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Public transportation is a form of active transportation. This project aims to increase public transportation ridership by improving the customer experience through increased speed and reliability of bus service in the region. This project prioritizes corridors that show the greatest benefits to ridership and improved transit service to low income households and communities of color.

According to former Seattle Department of Transportation Director Scott Kubly, Seattle's commitment to "small, surgical improvements that add up to something big" to improve transit reliability and decrease delays, played a key role in increasing customer experience and ridership in Seattle.

<https://www.citylab.com/transportation/2017/10/how-seattle-bucked-a-national-trend-and-got-more-people-to-ride-the-bus/542958/>

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

While not universal to TPSI projects, many allow transit vehicles to reduce the need to exit and re-enter travel lanes, providing reduced risk for collisions. This provides a safety benefit to both transit passengers and other roadway users. TPSI projects also provide the potential to improve the flow of traffic for roadway users, which reduces risk of rear end collision. TPSI projects may also be combined with bus stop relocation, crossing improvements and other roadway improvements that provide safer access to bus stops and greater pedestrian safety.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

As a part of the evaluation process, TriMet is developing an understanding of the relative benefits of specific improvement types as they are implemented in different geographic areas. These results can be shared with other transit agencies and jurisdictions throughout the State of Oregon to help them identify, evaluate and implement improvements within their own transit systems. The implemented improvements may also be utilized by other transit providers that are providing service originating outside the TriMet district to destinations within the TriMet district, which provides a benefit to intercity transit services and the statewide transit network.

Funding and Strategic Investment

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

Project match in the amount of \$125,000 has been committed by the City of Portland for improvements that will be implemented for City of Portland owned assets. These matching funds are derived from the City of Portland's local gas tax and parking revenues.

As projects are identified in other jurisdictions, additional project revenue is provided by the relevant jurisdictions, to leverage STIF funding. Any additional revenue secured would be in excess of the required 20% match.

The improvements implemented by project activities are one-time improvements that will not require additional funding. Maintenance of the improvements will become a part of regular maintenance activities at the local jurisdictional level. Ongoing project evaluation that occurs after the project closes will be a part of regular TriMet planning and operational activities funded by general fund and other recurring revenue streams.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

N/A

This project primarily addresses roadway and signal improvements that are implemented as a part of maintenance activities. In some cases, the need for a capital purchase of signal equipment may occur. These specific purchases have not been identified at this time, but will be identified as a part of the process of selecting locations for transit priority spot improvements.

Project Details

Task Category

Planning

Preventive Maintenance

Planning

Give a brief (1-3 sentences) description of this project cost.

Planning costs cover staff time for TriMet Planner II planning and project design activities.

Total Task Cost (Grant Amount + Match Amount)

\$42,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$33,600.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$8,400.00

Preventive Maintenance

Give a brief (1-3 sentences) description of this project cost.

This activity covers TriMet professional services for project management activities and a portion of the capital costs of Transit Priority Spot Improvements.

Total Task Cost (Grant Amount + Match Amount)
\$583,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$466,400.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$116,600.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$125,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?
Yes

What percent of funds will be used for demand response transportation?
0%

Percent of funds used for fixed route transportation
100%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00

Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$42,000.00	\$33,600.00	\$8,400.00
Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$583,000.00	\$466,400.00	\$116,600.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$625,000.00	Total Grant Amount: \$500,000.00	Total Match Amount: \$125,000.00

Document Upload (Optional)

Exhibit A - TriMet & COP IGA.docx

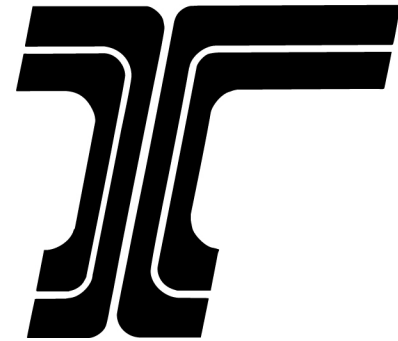
Multco_LOS_TPSI.pdf

Gresham LOS_TPSI.pdf

PBOT_LOC_TPSI.pdf

TPSI_Report.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Tri-County Metropolitan Transportation District of Oregon

Project Title

Vehicle Purchase

Agency Legal Address

1800 SW 1st Avenue, Suite 300, Portland, Oregon 97201

Application Contact Name

Eileen Collins-Mastel

Application Contact Title

Manager, LIFT Service Delivery

Application Contact Email Address

CollinsE@trimet.org

Application Contact Phone Number

(503) 962-8203

Name of Person Signing Agreement

Nancy Young-Oliver

Title of Person Signing Agreement

Executive Director, Finance & Administrative Services

Email Address of Person Signing Agreement

YoungN@trimet.org

Phone Number of Person Signing Agreement

(503) 962-5875

Agency Information

1. Transit Agency Type

Transportation District

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Demand Response

3. Would this award support ongoing operations of an existing service?

Yes

3.A Brief history of current project/service. What, if any, elements of the proposed project differ from existing efforts and services?

TriMet's paratransit program is called LIFT. It is a shared-ride, public transportation service for people with disabilities that prevent them from using TriMet's regular bus and MAX light rail service for some or all of their trips. LIFT service operates during the same hours and covers the same geographic area as regular TriMet service. This application supports the replacement of vehicles in the TriMet LIFT accessible paratransit fleet that have met or exceeded their useful life and are in poor condition.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

Yes

5. 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

6. What type of accounting system does your agency use?

Combined

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

Yes

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

No

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

Yes

Agency Qualifications

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

TriMet is a special purpose district created under Oregon State law and has full legal authority to develop

and maintain transit projects and transit service within the tri-county district. Over the past 10 years, TriMet has successfully delivered on grants received from FTA including, but not limited to, Section 5307, 5337, 5339, 5310, 5316, 5317, 5309, CARES, CRRSAA and ARP grants. TriMet maintains capital replacement funding and the ability to bond with a high rating. In short, TriMet has the technical, legal and financial capacity to implement this project. TriMet is also the STIF Formula Qualified Entity for Clackamas, Multnomah and Washington Counties.

TriMet's door-to-door LIFT (paratransit) service is supported by 250 LIFT buses, 15 commercial vans and 120 taxis. TriMet services are fully ADA compliant with the majority of buses and light rail vehicles featuring step-free, low-floor boarding.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

TriMet has contracted with Schetky Northwest Van and Bus Sales to procure these vehicles. Working alongside TriMet's internal audit team, we ensure all state, local and federal requirements are maintained, by following strict procedures for the procurement of vehicles under state and federal funding guidelines.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

Yes

Project Information

16.A Project Title

Vehicle Purchase

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

TriMet will procure 42, Class D, replacement vehicles for the provision of TriMet's LIFT complementary ADA paratransit service. To allow for long production and delivery timelines, orders for these vehicles will be placed in early FY24. Staggered production and deliveries are anticipated to occur throughout FY24 and FY25. Procuring these vehicles is time-sensitive as TriMet has secured a slot in the production schedule to allow for timely delivery of replacements. The current fleet of 42 has reached useful life and is in poor condition.

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

\$4,597,566.75

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

If this project is not funded, TriMet will have limited resources for LIFT vehicle replacements that have exceeded their useful life and vehicles will continue to be used for operations, increasing preventative maintenance and repair costs. Over the long term, vehicles out of service for repairs may effect travel times and service availability.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This project supports TriMet LIFT ADA paratransit which ensures that people with disabilities have access to public transit. This in turn benefits people from historically marginalized communities who experience disparate health impacts and are more likely to live with a mobility impairment or other barrier to using fixed route transit.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

This project improves the passenger experience by ensuring that the vehicles used for paratransit are reliable and trips are not disrupted or delayed by breakdowns.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

While this project does not contribute directly to TriMet's climate strategy, reliable TriMet LIFT service is needed for increased revenue service hours on the fixed route system. TriMet is in the process of transitioning to a 100% zero emissions fixed route bus fleet, and currently runs our existing diesel vehicles on renewable diesel.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

This project supports complementary ADA Paratransit service which allows people with mobility impairments to use the transit system and engage in active transportation, which may or may not include accommodations for biking or walking as needed to allow people with disabilities to be engaged and active members of their communities.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

This project will replace vehicles that have exceeded their useful life. Reliable vehicles are very important for the provision of ADA paratransit. Breakdowns during revenue service, and delays compromise the health and safety of passengers who are people with disabilities.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

TriMet LIFT service provides overall connectivity for individuals living in the TriMet district who are not able to access fixed route for all or some of their trips. In addition, LIFT service is available to individuals who qualify for ADA paratransit service on other State of Oregon transit systems. LIFT can be used to access critical services within the Portland Metropolitan region like the Veteran's Administration Hospital, other large medical providers, and also for daily activities that individuals need to travel within Portland to participate in. LIFT also provides connections to Canby Area Transit, Columbia Area Transit (Hood River), Columbia County Rider (CC Rider), the Columbia Gorge Express, South Clackamas Transportation District, Tillamook County Transit, and Wilsonville SMART as well as C-Tran in Vancouver, WA through coordinated pick-ups at Transit Centers.

Funding and Strategic Investment

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

This fleet of 42 accessible paratransit vehicles is reaching the end of its useful life. The number of needed replacement vehicles is large due to extension of useful life and delays in replacement due to limited funding available. Managing the assets of the LIFT fleet is critical to both LIFT operations and the overall operation of fixed route transit. Complementary ADA paratransit is required for all fixed route service. Without an adequate, operable LIFT fleet, the availability of fixed route will be limited.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

TriMet intends to use a portion of ODOT's 2024-25 FTA 5310 Formula funding awarded for LIFT vehicles, as partial match for this funding. This funding is currently included in the recommended funding package for STF/5310 Formula funding that will be submitted to ODOT for approval by the OTC in Q4 FY2023.

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

TriMet will purchase 42, Class D replacement vehicles for the provision of TriMet LIFT complementary

ADA paratransit service.

Project Details

Task Category

Vehicle Purchase

Vehicle Purchase

Is this a vehicle expansion, vehicle replacement, or both?

Vehicle Replacement

Vehicle Replacement

Vehicles to be replaced

Year	Make	Model	Vehicle ALI	VIN	# of seats	# of ADA station s	Fuel System	Current Mileage	Date Mileage Recorded
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL1C 117255 2	10	3	Renewable Diesel (RD)	258,957	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL6C 117271 1	10	3	Renewable Diesel (RD)	249,468	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL2C 117249 4	10	3	Renewable Diesel (RD)	221,717	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL7C 117260 5	10	3	Renewable Diesel (RD)	231,646	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL6C 117218 8	10	3	Renewable Diesel (RD)	234,134	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL9C 117296 2	10	3	Renewable Diesel (RD)	245,121	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL8C	10	3	Renewable Diesel (RD)	272,609	11/17/2022

				117280 7					
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL0C 117275 3	10	3	Renewable Diesel (RD)	228,068	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL0C 117400 3	10	3	Renewable Diesel (RD)	224,580	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL3C 117323 4	10	3	Renewable Diesel (RD)	264,918	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL6C 117386 0	10	3	Renewable Diesel (RD)	210,262	4/2/2021
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL0C 117374 2	10	3	Renewable Diesel (RD)	222,510	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL9C 117335 2	10	3	Renewable Diesel (RD)	237,915	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL4C 117403 6	10	3	Renewable Diesel (RD)	218,600	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL4C 117349 8	10	3	Renewable Diesel (RD)	235,028	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BLXC 117368 3	10	3	Renewable Diesel (RD)	218,540	11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL3C 117443 3	10	3	Renewable Diesel (RD)	207,309	4/29/2021

2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL6C 117339 0	10	3 Renewable Diesel (RD)	246,849	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL1C 117451 3	10	3 Renewable Diesel (RD)	232,161	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL7C 117448 3	10	3 Renewable Diesel (RD)	227,595	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL5C 117380 3	10	3 Renewable Diesel (RD)	218,803	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL4C 117416 5	10	3 Renewable Diesel (RD)	213,614	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL9C 117353 1	10	3 Renewable Diesel (RD)	273,818	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL5C 117440 3	10	3 Renewable Diesel (RD)	266,657	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL1C 117329 5	10	3 Renewable Diesel (RD)	237,537	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL6C 117302 0	10	3 Renewable Diesel (RD)	260,330	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL9C 117305 8	10	3 Renewable Diesel (RD)	255,138	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL3C 117333	10	3 Renewable Diesel (RD)	271,769	11/17/2022

2

2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL9C 117318 7	10	3 Renewable Diesel (RD)	246,386	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL7C 117526 2	10	3 Renewable Diesel (RD)	270,349	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL8C 117522 3	10	3 Renewable Diesel (RD)	271,195	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL5C 117495 2	10	3 Renewable Diesel (RD)	239,676	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL4C 117490 9	10	3 Renewable Diesel (RD)	252,982	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL7C 116944 5	10	3 Renewable Diesel (RD)	226,785	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL3C 117360 6	10	3 Renewable Diesel (RD)	249,323	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL8C 117463 7	10	3 Renewable Diesel (RD)	262,832	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL2C 117470 1	10	3 Renewable Diesel (RD)	255,949	11/17/2022
2012	Chevy	Aerotech	11.1X.15 Vans	1GB6G 5BL6C 117498 9	10	3 Renewable Diesel (RD)	255,389	11/17/2022
2012	Chevy	Aerotech	11.1X.15	1GB6G	10	3 Renewable	242,433	11/17/2022

		ch	Vans	5BL7C 117499 8			Diesel (RD)	
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL4C 117492 6	10	3	Renewable Diesel (RD)	236,215 11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL8C 117904 5	10	3	Renewable Diesel (RD)	259,644 11/17/2022
2012	Chevy	Aerote ch	11.1X.15 Vans	1GB6G 5BL4C 117510 6	10	3	Renewable Diesel (RD)	236,826 11/17/2022

Condition of Vehicles

VIN	Condition	Explain vehicle maintenance history, right-sizing justification, etc.
1GB6G5BL1C1 172552	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 172711	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL2C1 172494	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL7C1 172605	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 172188	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL9C1 172962	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL8C1 172807	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL0C1 172753	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the

recommended useful life.

1GB6G5BL0C1 174003	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL3C1 173234	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 173860	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL0C1 173742	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL9C1 173352	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL4C1 174036	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL4C1 173498	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BLXC1 173683	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL3C1 174433	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 173390	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL1C1 174513	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL7C1 174483	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL5C1 173803	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.

1GB6G5BL4C1 174165	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL9C1 173531	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL5C1 174403	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL1C1 173295	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 173020	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL9C1 173058	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL3C1 173332	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL9C1 173187	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL7C1 175262	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL8C1 175223	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL5C1 174952	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL4C1 174909	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL7C1 169445	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.

1GB6G5BL3C1 173606	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL8C1 174637	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL2C1 174701	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL6C1 174989	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL7C1 174998	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL4C1 174926	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL8C1 179045	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.
1GB6G5BL4C1 175106	Poor	This vehicle is five years past the ODOT useful life recommendation, and the fleet average is 246,249 miles which is nearly 100,000 miles past the recommended useful life.

Will you use the Oregon state price agreement contract?
Yes

Vehicles to be purchased

Vehicle ALI	Make/ Model	Quantity	Cost Each	Total	# of seats / # ADA station	# of seats with ADA s deploy ed	Fuel System	Est. Order Date	Est. D elivery Date
11.12.15 Vans	Ford Eldora do Advant age	42	\$170,280.2 5	\$7,151,770. 50	12	10	Gas (G)	7/15/20 23	6/30/2 024

**Total:
42**

**Grand
Total:
\$7,151,770.**

Total Task Cost (Grant Amount + Match Amount)
 \$7,151,770.50

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
 \$5,721,416.40

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
 \$1,430,354.10

Application Totals

Match Sources

Match Sources	Amount
Federal	\$1,047,668.00
TriMet General Fund	\$382,686.10

Are matching funds of at least 20% of project costs available if the project is awarded?
 Yes

What percent of funds will be used for demand response transportation?
 100%

Percent of funds used for fixed route transportation
 0%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

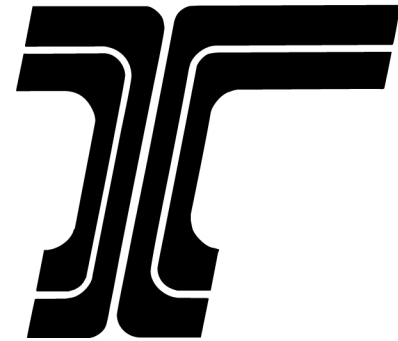
Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$7,151,770.50	\$5,721,416.40	\$1,430,354.10
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$0.00	\$0.00	\$0.00

Project Administration	\$0.00	\$0.00	\$0.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost:	Total Grant Amount:	Total Match Amount:
	\$7,151,770.50	\$5,721,416.40	\$1,430,354.10

Document Upload (Optional)
4049 ATP Replacement Vehicles - FY2023 CIP SN 063.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Washington County

Project Title

Bus Electrification

Agency Legal Address

155 North First Ave, Hillsboro, Oregon 97124

Application Contact Name

Dyami Valentine

Application Contact Title

Senior Planner

Application Contact Email Address

dyami_valentine@washingtoncountyor.gov

Application Contact Phone Number

(503) 846-3821

Name of Person Signing Agreement

Tanya Ange

Title of Person Signing Agreement

County Administrator

Email Address of Person Signing Agreement

tanya_ange@washingtoncountyor.gov

Phone Number of Person Signing Agreement

503-846-8685

Agency Information

1. Transit Agency Type

County

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Deviated Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

No

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

Washington County is highly experienced in contract administration and possesses more than adequate infrastructure to ensure compliance. Department of Land Use & Transportation (LUT) staff are provided support from Procurement, County Counsel, and Finance to ensure compliance with all required rules and regulations associated with a broad variety of funding sources. The County completes an annual audit and internal controls are maintained through clear policy and procedures requiring multiple levels of review, including program manager review for eligibility of expenses. Wisard is the accounting system of record and allows for regular financial review, and Questica is the budgeting and reporting tool we use for querying Budget to Actual and other reports.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and

ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

Ride Connection, Inc. Regular monthly meetings are conducted with LUT and Ride Connection managers and fiscal staff to monitor spending and reporting.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Bus Electrification

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

This project will fund electrification of two Community Connector shuttle routes in Washington County, the Tualatin Shuttle and Grovelink. Washington County contracts with Ride Connection to provide both services, which provide important connections to employment, transit, shopping, and other destinations in each community. In 2020, Ride Connection worked with PGE on a fleet assessment, which identified both shuttle routes as strong candidates for electrification.

STIF Discretionary funds would purchase two battery electric 14-passenger shuttles, one each for Grovelink and Tualatin Shuttle beyond what our STIF budget included for expansion of service on these routes. Funding would also allow for purchase of a level 2 charging station for each service, and construction/installation of each charging station. The project team would work in FY24 to order vehicles, as well as identify a contractor and charging station vendor and coordinate with cities and property owners for installation. The goal would be to have EVs providing shuttle service by FY25.

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

\$662,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

Electrification of public transportation is an important step towards meeting federal, state, and local climate goals. Similarly, the project would help Ride Connection achieve its climate vision to “be a leader in the community regarding climate change.” By introducing electric buses to Grovelink and the Tualatin shuttle, Ride Connection will be able to test this new technology in the field and determine how to scale up towards a fully battery-electric fleet. Electric buses that are quieter and produce zero-point source emissions, currently have a higher upfront cost but may over the life of the vehicle be less to operate and maintain, which will help achieve both more service coverage and improved quality of life measures for our equity communities. The project will also bring much needed electric vehicle charging infrastructure to Forest Grove and Tualatin.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

The project would introduce electric buses to the Grovelink and Tualatin Shuttle services, which provide much needed access for vulnerable communities to employment, shopping, medical, and other community connections. These shuttles operate in diverse communities: In Forest Grove and Cornelius, 46% of residents are non-white and 12% of are within 200% of the federal poverty level. 32% of Tualatin residents are non-white, and 12% meet the poverty threshold. Ride Connection’s 2022 on-board survey results further demonstrate how these service support access for vulnerable communities:

- 28% of Grovelink riders identify as older adults or people with disabilities.
- 31% of Grovelink riders identify as K-12 students.
- 17% of Tualatin Shuttle riders identify as older adults.
- 71% of Tualatin Shuttle riders identify as transit-dependent commuters.

Up to this point, vulnerable population have benefitted to a lesser degree from advancements in electric vehicles. These communities have also been disproportionately impacted by internal combustion vehicle (ICE) emissions, noise pollution, and other negative impacts. This project would bring the positive impacts of battery-electric transit to vulnerable communities and demonstrate the need to further decarbonize the transportation modes that vulnerable communities access.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

The project would be a valuable opportunity to pilot new vehicles and new technology, providing lessons learned for Ride Connection and other transit agencies throughout the Region and State. Battery-electric 14-passenger cutaway buses are relatively new to the electric vehicle market, and are relatively un-tested in a fixed-route public transportation context. By piloting these vehicles, Ride Connection will determine how to successfully integrate EVs into its community and employment shuttles, and will be able to test battery range and reliability through different topographies and temperatures, reliability of vehicle charging

throughout a service span, and other important considerations. Lessons learned will be passed on to other transit agencies who are looking towards EV adoption, and both Ride Connection and Washington County will participate in information sharing with other agencies to encourage electrifying bus routes and other programs.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

This project would support electrification of Grovelink and Tualatin Shuttle, and demonstrate the viability of electrifying other Ride Connection Community Connector shuttles as well as other transit operations throughout the region. In fall 2020, Portland General Electric (PGE) completed a fleet assessment for Ride Connection to determine near-term opportunities for transitioning fleet from internal combustion engine (ICE) to battery electric. Of the 113 fleet vehicles evaluated, 15 were determined to be good candidates for cost effective near-term transition to electric (less than 110% of the cost of ICE vehicles over vehicle life); if replaced to electric, these vehicles would contribute just 8% of the carbon dioxide emissions of the ICE alternative (a percentage that would shrink further as more of the electrical grid is decarbonized).

In addition to reducing carbon dioxide emissions, electrification of these routes would include benefits to public health. Tailpipe pollution and noise pollution for ICE vehicles have negative impacts on public health. Grovelink and Tualatin Shuttle routes include everything from highly trafficked arterials to quiet residential streets, contributing noise and pollution to each of these settings. Battery electric buses would eliminate these negative externalities and would greatly enhance the overall sustainability of these services.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Electric vehicles will enhance both routes as sustainable alternatives to driving alone, and will encourage community members to use public transportation together with walking, rolling, or biking, as they seek to lessen their carbon footprint.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

Electrifying transit will encourage increased ridership as community members seek out environmentally responsible alternatives to driving. Investing in transit gives community members a viable alternative to driving alone, which is linked to unsafe behaviors and vehicle-related fatalities. By reducing vehicle miles traveled and encouraging transit use, the project contributes to a safer transportation network overall.

Electrifying these routes will also reduce harmful tail pipe emissions, which have been linked to poor air quality and serious public health outcomes such as higher rates of cancer. Electrification of transit leads to healthier and safer communities.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

Grovelink and Tualatin Shuttle both serve as important first/last mile employment and community connections to the wider transit network. Grovelink provides transfers to TriMet bus, Yamhill County Transit as well as the Westlink Shuttle, while Tualatin Shuttle provides transfers to TriMet bus and WES and

SMART. With the Green Line expansion in January 2023, Tualatin Shuttle will provide further transfers to SMART, POINT, and other TriMet bus lines at the Tualatin Park & Ride. With electric buses supporting these two routes, the project will contribute to the overall sustainability of the Statewide Transit Network, and serve as a model for electrifying similar routes throughout the state.

Funding and Strategic Investment

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

The transportation sector is a significant contributor to carbon emissions, and decarbonizing transportation is critical to combatting climate change. Public transportation will be a valuable tool for meeting climate targets, and transitioning to electric buses will further enhance the long-term sustainability of this mode. This project includes many early steps towards electrifying Ride Connection's fleet. The Grovelink and Tualatin Shuttle buses would represent the first battery-electric 14-passenger cutaways in Ride Connection's fleet, and will be an important demonstration of battery range as it relates to service span and route topography, reliability, and overall useful life of the vehicles. Lessons learned will inform further electrification efforts, guiding how Ride Connection scales this to their entire fleet.

The project will also include the installation of electric vehicle charging at or near the Ride Connection offices in Forest Grove and Tualatin. This will meet the current need for fueling electric buses at these locations, and ideally create opportunities for adding additional chargers/ports at low cost once the initial infrastructure is in place.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

The following capital assets will be purchased for this project:

- 2x battery electric 14-passenger cutaway buses, at \$294,500 per unit.
- 2x Level 2 electric vehicle charging stations, at \$10,000 per unit.
- Installation of both chargers, at \$30,000 per site.

Project Details

Task Category

Vehicle Purchase

Equipment Purchase

Planning

Project Administration

Vehicle Purchase

Is this a vehicle expansion, vehicle replacement, or both?

Vehicle Expansion

Vehicle Expansion

Will you use the Oregon state price agreement contract?

No

If no, describe the needs not addressed in state contracts

Given the unique constraints of this project, the project team cannot be limited to the State Price Agreement. We will therefore want the flexibility to complete an open procurement, if necessary.

Will this grant award support purchase of a used vehicle?

No

Vehicles to be purchased

Vehicle ALI	Make/Model	Quantity	Cost Each	Total	# of seats / # ADA stations	# of seats with ADA deployed	Fuel System	Est. Order Date	Est. Delivery Date
11.12.15 Vans	TBD	2	\$294,500.00	\$589,000.00	14/2	12	Electric (E)	9/1/2023	11/1/2024

Total:
2
Grand Total:
\$589,000.00

Total Project Cost (Grant Amount + Match Amount)

\$589,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$471,200.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$117,800.00

Equipment Purchase

Equipment Request

Equipment Description	Quantity	Cost Each (Project Cost)	Total Cost	Est. Order Date	Est. Delivery Date
Charging stations	2	\$40,000.00	80,000.00	10/31/2023	1/1/2024

Grand Total:
80,000.00

Total Task Cost (Grant Amount + Match Amount)
\$80,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$64,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$16,000.00

Planning

Give a brief (1-3 sentences) description of this project cost.

The project team will work in FY24 to order vehicles, as well as identify a contractor and charging station vendor and coordinate with cities and property owners for installation.

Total Task Cost (Grant Amount + Match Amount)
\$10,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$8,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$2,000.00

Project Administration

Give a brief (1-3 sentences) description of this project cost.

Manage STIF program and comply with grant requirements as required by ODOT @ 1.5%

Total Task Cost (Grant Amount + Match Amount)
\$10,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$8,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$2,000.00

Application Totals

Match Sources

Match Sources	Amount
----------------------	---------------

State

\$230,000.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

0%

Percent of funds used for fixed route transportation

100%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$589,000.00	\$471,200.00	\$117,800.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$80,000.00	\$64,000.00	\$16,000.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$10,000.00	\$8,000.00	\$2,000.00
Project Administration	\$10,000.00	\$8,000.00	\$2,000.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost: \$689,000.00	Total Grant Amount: \$551,200.00	Total Match Amount: \$137,800.00

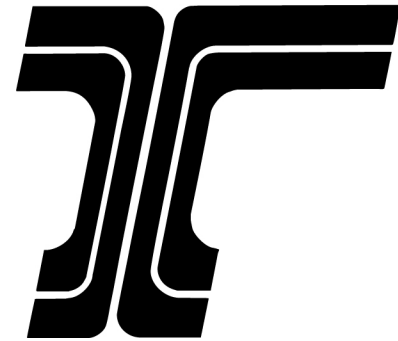
Document Upload (Optional)

City_of_Tualatin_Letter-of-Support_EVs_STIF_grant.pdf

GroveLink.pdf

TDP_Final_w-Appendix_020321.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Washington County

Project Title

Community connector shuttle stop enhancements

Agency Legal Address

155 North First Avenue, Hillsboro, Oregon 97124

Application Contact Name

Dyami Valentine

Application Contact Title

Senior Planner

Application Contact Email Address

dyami_valentine@washingtoncountyor.gov

Application Contact Phone Number

(503) 846-3821

Name of Person Signing Agreement

Tanya Ange

Title of Person Signing Agreement

County Administrator

Email Address of Person Signing Agreement

tanya_ange@washingtoncountyor.gov

Phone Number of Person Signing Agreement

503-846-8685

Agency Information

1. Transit Agency Type

County

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Deviated Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

No

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

Washington County is highly experienced in contract administration and possesses more than adequate infrastructure to ensure compliance. Department of Land Use & Transportation (LUT) staff are provided support from Procurement, County Counsel, and Finance to ensure compliance with all required rules and regulations associated with a broad variety of funding sources. The County completes an annual audit and internal controls are maintained through clear policy and procedures requiring multiple levels of review, including program manager review for eligibility of expenses. Wisard is the accounting system of record and allows for regular financial review, and Questica is the budgeting and reporting tool we use for querying Budget to Actual and other reports. Regular monthly meetings are conducted with LUT and Ride Connection managers and fiscal staff to monitor spending and reporting.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

Project will include procurement of contracted services.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

No

Project Information

16.A Project Title

Community connector shuttle stop enhancements

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

Building upon its successful FY2021-23 STIF Discretionary grant, Washington County and its transit service partner Ride Connection, Inc. seek to implement additional stop improvements at several locations across the countywide community connector shuttle system. These enhancements will increase the safety and consumer experience of community connector services operating throughout both urban and rural Washington County. Specific stops and treatments will be determined based on an evaluation process and will include treatments that were identified as priorities based on need during the Phase I project but had to be deferred due to cost. Prior to the Phase I project, Ride Connection had conducted an inventory of every bus stop on their four community connector shuttles (westLink, GroveLink, North Hillsboro Link and Tualatin Shuttle) and accounted for average daily boardings, presence or absence of existing bus stop amenities (i.e. bus stop sign, bench, shelter, etc.), the presence of sufficient facilities to meet ADA standards (i.e. landing pads), any potential safety or accessibility issues needing to be addressed, and whether it serves other regional transit service like TriMet, South Metro Area Regional Transit, Columbia County Rider, the Tillamook County Transportation District, or Yamhill County Transit Area. In addition, new shuttle stops that currently lack transit infrastructure will be considered for additional investment, including planned shuttle expansions during the next biennium from Bridgeport Village to King City and from Sunset Transit Center to Portland Community College's Rock Creek campus.

The project will provide infrastructure improvements (bench, shelter, signage, landing pad and ADA ramps) at up to eight priority stops, as well as installing posts with route and schedule signage signs at additional stops as needed.

Project objectives:

- Improve the awareness amongst the general public of the existence and benefit of the community

connector shuttle services

- Provide a safer and more comfortable passenger experience by adding signage, benches and/or shelters at priority locations
- Better enhance connectivity and transfers between transit providers.

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

\$200,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

This grant funding will allow Ride Connection to continue improving its bus stop infrastructure and increase accessibility and mobility for riders who depend on the shuttle system to get to work, education, medical appointments, social, shopping and access to other needed services. Many of Ride Connection's existing stops have minimal signage or lack signage at all, creating confusion among riders, especially those new to the service, who may not know where exactly to locate a stop to wait for the shuttle. Shelters and benches would provide a safe and centralized location at which to wait for the bus and improve system legibility, which would help reduce barriers to transit.

Through extensive public involvement efforts over the past several years, Washington County and Ride Connection have learned that there is a lack of community awareness towards the shuttle services, suggesting that improving signage and investing in marketing efforts would help attract prospective riders to the system and improve overall usage. Survey findings also suggest that people are more likely to use public transportation services if they have a comfortable and safe place to wait for the bus. Transit stop enhancements including benches, shelters and lighting present a valuable opportunity to build not only the visibility of Ride Connection services through the provision of a safe and efficient waiting area and customer experience, but also a location to convey important information to both current and prospective users of the service, including route and schedule information.

These improvements all seek to increase ridership of Ride Connection's services and make transit a more viable option to get around in Washington County. If this project is not funded, it will prevent installation of critical infrastructure such as landing pads and other access improvements that help people with disabilities reach the stop and board or alight the shuttle bus. Riders will also lack amenities such as benches or shelters that improve the waiting experience for passengers. It will also prevent Ride Connection from increasing awareness of its services and other transit provider services that coordinate and utilize the same stops.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

This project improves access to vulnerable populations, including low-income riders, older adults and

people with disabilities, by providing a safer waiting area and enhanced customer experience that will make it more likely for people to use the service. The four areas in Washington County with existing deviated fixed route service shows the following characteristics based on recent Census data and a 2018 ridership survey:

GroveLink:

- 30% of the households are at 200% poverty or below.
- Over 10,300 jobs within ½ mile: 60% are starting-wage jobs (earning less than \$40,000 per year).
- Serves thirteen census block groups with high equity needs (low-income, communities of color, youth and older populations).
- 31% of riders surveyed identify as having a disability.

North Hillsboro Link:

- Over 31,000 jobs within ½ mile: 20% are starting wage jobs.
- Over 10% of the households are at 200% poverty or below.
- Serves one census block group with high equity needs.
- 44% of riders identify as low-income.
- 34% of riders surveyed identify as people of color.
- 74% of riders surveyed connect to another transit service.

Tualatin Shuttle (within county):

- Over 25% of the households are at 200% poverty or below.
- Over 29,500 jobs within ½ mile: roughly 45% are starting-wage jobs.
- Currently serves four census block groups with high equity needs.
- 45% of riders surveyed identify as low income.
- 46% of riders surveyed identify as people of color.
- 68% of riders surveyed connect to another transit service.

westLink:

- Serves seven census block groups with high equity needs.
- Over 16,500 residents within ½ mile: 30% at 200% poverty or below.
- Over 11,000 jobs within 1/2 mile: over 50% are starting-wage jobs.
- 61% of riders surveyed identify as low-income.

Ride Connection is planning to expand deviated fixed route service to two new areas during the next biennium:

King City-Bridgeport (within county):

- Over 20% of the households are at 200% poverty or below.
- Roughly 12,500 jobs within ½ mile: 50% are starting-wage jobs.
- Proposed route would serve one census block group with high equity needs.
- Over a quarter of residents along this route are 65 years or older.

Bethany-Sunset:

- Over 12% of the households are at 200% poverty or below.
- Roughly 14,000 jobs within ½ mile: over 40% are starting-wage jobs.
- Proposed route would serve three census block groups with high equity needs.
- Improves access to education with nearly 20,000 PCC students

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

Based on the 2019 onboard rider survey and the most recent annual survey, a large percentage of existing Ride Connection riders receive their information about the community connector services from their drivers or through an employee, HR, or a friend. The comments received from the surveys also indicated the need for an improved marketing approach for the community connector services to make them more inviting to the general public. Research on the impacts of community bus services on local communities indicate that people are more likely to use public transportation services if they are able to walk or bike to the stop as

well as having a comfortable and safe place to wait for the bus. Therefore, bus stops themselves present a valuable opportunity to build not only the visibility of Ride Connection services through the provision of a safe and efficient waiting area and customer experience, but also a location to convey important information to both current and prospective users of the service. Signs and infrastructure would also benefit other transit providers and the transit network more broadly, particularly at transfer points with TriMet such as Hillsboro Transit Center (along with YCTA), Orenco Station, Tualatin Park & Ride (along with SMART and POINT), in addition to other transfer points such as North Plains (with Tillamook WAVE). A significant majority of community connector riders rely on transfers with TriMet as part of their trip or commute, including 65% of North Hillsboro Link riders who connect with the MAX, and 78% of westLink riders who connect with either the TriMet bus or MAX. Signed Ride Connection stops will allow transit riders to better identify transfer points, and amenities will make the process of a transfer more comfortable and enjoyable.

In an effort to further reduce service fragmentation, the project will also explore opportunities to install real-time arrival display boards where feasible, or to partner with other agencies that have already installed display boards at co-located stops, prioritizing stops that provide connections with TriMet and SMART. Ride Connection has recently made technology system upgrades using STIF grant funds that will enable the system to adopt real-time arrival data to help inform riders when the next bus is arriving at a given stop.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

Increasing the attractiveness and user experience improves the viability of transit. Increased transit use can result in reduced congestion, greenhouse gas emissions, and overall pollution emitted from transportation sources. The use of transit is one component of an active transportation system, which includes investments in safe infrastructure to facilitate biking and walking to and from transit stops. The community connector shuttle services also play an important role in providing access to health services for low-income populations that have limited transportation resources.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

This project would promote increased participation in active transportation systems by making transit a more attractive and viable option. By eliminating barriers to transit use, riders can integrate active transportation into their lives, including walking and biking.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

The proposed improvements are integral to increasing safety and access to transit. The more automobile traffic a person is exposed to, the higher the risk of a crash, which can be a major barrier to transit use for those that may have other travel options. Additionally, research has found a correlation between vehicle speeds and the severity of crashes. The risk of a fatality increases significantly when vehicle speeds exceed 30 to 40 mph, which is typical for many of the roadways the community connector shuttles run along. Investing in transit and travel options that result in lower vehicle miles traveled decreases overall crash exposure for users of the transit system. Amenities at bus stops themselves will also address other safety concerns. On the North Hillsboro Link route, the lack of seating or covered areas at stops has led to some passengers sitting on the curb facing busy roadways, which potentially can lead to a serious or fatal collision. Shelters and benches would provide a safe and centralized location at which to wait for the bus.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

The project helps to improve the connectivity of regional and statewide transit networks and reduce service fragmentation by placing key infrastructure in Ride Connection's system and at transfer points with regional and interregional partners. GroveLink, North Hillsboro Link, and Tualatin Shuttle provide critical first- and last-mile connections to and from regional services including TriMet and SMART; improved Ride Connection stops will enhance the regional interconnectivity offered by these services. In addition, the westLink shuttle provides interregional connections with Tillamook WAVE and Columbia County Rider (before service was suspended during the COVID-19 pandemic) in rural Washington County. Enhanced stops on the westLink route will contribute to these intercommunity services and improve the Statewide Transit Network. Ride Connection shuttles also connect to the intercommunity Cascades POINT and YCTA (McMinnville-Hillsboro) services.

Funding and Strategic Investment

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

Extensive public outreach in Washington County has revealed that a lack of reliable and frequent public transit is one of the largest barriers to increasing transit adoption among residents and employees. Ride Connection's community connector shuttle service fills a gap in the existing fixed-bus network by providing first- and last-mile transit connecting residences and employment with established service providers such as TriMet and SMART. Ride Connection also provides access to interregional service operated by the State of Oregon, Tillamook County, Yamhill County and Columbia County. Making infrastructure improvements to shuttle stops within Ride Connection's network will increase recognition of the service among prospective riders in Washington County and, in turn, potentially increase ridership on Ride Connection shuttles as well as regional and intercommunity services where transfers are available with the community connector network, as people realize that transit is a feasible alternative for longer trips that go beyond Ride Connection's immediate service area.

The project is seeking \$320,000 in Discretionary grant funds and will use \$80,000 in STIF formula funds as match towards capital and infrastructure costs. Washington County will also explore opportunities to leverage funds beyond the STIF program by partnering with local jurisdictions to make accessibility improvements such as sidewalks and midblock crossings that provide safer and more comfortable connections to shuttle stops. Ride Connection has already documented access needs such as sidewalk gaps through Washington County's Transit Development Plan.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

- The project will procure up to eight transit shelters with benches and solar powered lighting, up to \$128,000 (FY24).

Project Details

Task Category
Signs/Shelters Purchase
Planning
Project Administration

Signs/Shelters Purchase

Signs/Shelters Request

Item Description	Quantity	Cost Each (Project Cost)	Total Cost	Est. Order Date	Est. Delivery Date
shelters with benches and solar powered lighting	8	\$16,000.00	128,000.00	11/30/2023	3/29/2024
Total: 8			Grand Total: 128,000.00		

Total Task Cost (Grant Amount + Match Amount)
\$128,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$102,400.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$25,600.00

Planning

Give a brief (1-3 sentences) description of this project cost.

Planning will include coordination with cities, identification of priority stop locations and preparing bid documents.

Total Task Cost (Grant Amount + Match Amount)
\$24,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$19,200.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$4,800.00

Project Administration

Give a brief (1-3 sentences) description of this project cost.

Manage STIF program and comply with grant requirements as required by ODOT @ 1.5. Construction and installation costs (including landing pads, signage and 30% contingency) are estimated to cost \$248,000 (FY25).

Total Task Cost (Grant Amount + Match Amount)

\$254,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$203,200.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$50,800.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$81,200.00

Are matching funds of at least 20% of project costs available if the project is awarded?

Yes

What percent of funds will be used for demand response transportation?

0%

Percent of funds used for fixed route transportation

100%

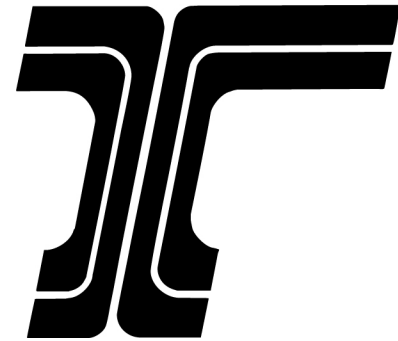
Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$0.00	\$0.00	\$0.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$128,000.00	\$102,400.00	\$25,600.00

Planning	\$24,000.00	\$19,200.00	\$4,800.00
Project Administration	\$254,000.00	\$203,200.00	\$50,800.00
Operating	\$0.00	\$0.00	\$0.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$0.00	\$0.00	\$0.00
	Total Project Cost:	Total Grant Amount:	Total Match Amount:
	\$406,000.00	\$324,800.00	\$81,200.00

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2023-25

Applicant Information

Agency Legal Name

Washington County

Project Title

Microtransit Pilot

Agency Legal Address

155 North First Avenue, Hillsboro, Oregon 97124

Application Contact Name

Dyami Valentine

Application Contact Title

Senior Planner

Application Contact Email Address

dyami_valentine@washingtoncountyor.gov

Application Contact Phone Number

(503) 846-3821

Name of Person Signing Agreement

Tanya Ange

Title of Person Signing Agreement

County Administrator

Email Address of Person Signing Agreement

tanya_ange@washingtoncountyor.gov

Phone Number of Person Signing Agreement

503-846-8685

Agency Information

1. Transit Agency Type

County

1.A Does the agency have any existing grant agreements with ODOT?

Yes

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

Deviated Fixed Route

3. Would this award support ongoing operations of an existing service?

No

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?

No

5. 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

6. What type of accounting system does your agency use?

Automated

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

Yes

8. Did your staff members attend required training and meetings during the previous biennium?

Yes

9. Was your agency audited by the federal government in the past two years?

No

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

Yes

Agency Qualifications

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

Washington County is highly experienced in contract administration and possesses more than adequate infrastructure to ensure compliance. Department of Land Use & Transportation (LUT) staff are provided support from Procurement, County Counsel, and Finance to ensure compliance with all required rules and regulations associated with a broad variety of funding sources. The County completes an annual audit and internal controls are maintained through clear policy and procedures requiring multiple levels of review, including program manager review for eligibility of expenses. Wisard is the accounting system of record and allows for regular financial review, and Questica is the budgeting and reporting tool we use for querying Budget to Actual and other reports.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and

ensure compliance for the term of the agreement 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.

Yes

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

Yes

13.A 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.

Ride Connection, Inc. Regular monthly meetings are conducted with LUT and Ride Connection managers and fiscal staff to monitor spending and reporting.

14. If you seek the 10 percent match reduction, does the project meet one or more of the four factors identified in OAR 732-044-0005(4)(a)? Select each factor that you believe is exemplified by the proposed project.

Not applying for 10% match reduction

15. Will federal funds be used to complete this project?

Yes

Project Information

16.A Project Title

Microtransit Pilot

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 7 of the application instructions for additional guidance on writing a project description.

This project would fund a microtransit pilot, an on-demand rideshare service that provides point-to-point service, in South Beaverton, a transit-deficient area in Washington County. The County will contract with Ride Connection to provide the service. The pilot will be the first of its kind in the region and an opportunity to test an on-demand rideshare service that can address unmet need not currently being addressed by fixed-route or demand response service.

The South Beaverton pilot will test an important use case for microtransit. Ride Connection currently provides demand response trips in the service area, although trip costs are generally high and there are efficiencies that could be gained by grouping trips. Microtransit will be tested to determine if it offers a more flexible, efficient, and cost-effective service, or addresses needs not currently met with demand response. The Washington County Strategic Solutions for First Mile/Last Mile Transit Connections Report (2020) identified South Beaverton area as a gap in the TriMet network, and a good candidate area for shuttle service as reflected in the Washington County Transit Development Plan (adopted 2021). A 2022 Community Connector service analysis (uploaded with application) detailed the need for the area. However, ridership in these growing areas may not be high enough to support shuttle service yet and microtransit could be the appropriate mode and scale to serve a new high school, two affordable housing communities, TriMet connections and other destinations in this area. A successful pilot will provide insights into demand for transit in this area and inform future transit service needs.

Planning work will take place in FY24, including solicitation and selection of a customer-facing scheduling app as well as procurement of two transit vans. Implementation and project evaluation will take place in FY25.

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

\$680,000.00

18. Select the fund source(s) for which you would like to compete and that you believe your project is eligible to receive. Check all that apply.

STIF Discretionary

19. Why is this an important project? What are the consequences of this project not receiving funding?

The South Beaverton and Cooper Mountain area contain gaps in public transportation service that will become increasingly important to address as the area develops. Cooper Mountain itself includes 1,800 acres of developing residential land, the new Mountainside High School campus, and new affordable housing developments along Scholls Ferry Road. Though the area contains a relatively high share of lower-income households, lower-wage jobs, K-12 students, and zero-car households, it still may not have the propensity for transit use that would justify a fixed-route service in the near-term. Microtransit presents an opportunity to serve this unmet community need with a mode that is flexible, responsive, and efficient, at a lower cost-trip than traditional demand response service. The pilot would demonstrate the effectiveness and replicability of microtransit, and potentially serve as a model for how the mode can be implemented in lower-density suburban areas throughout the region.

20. Will this project involve breaking ground or any other activity that might require environmental review per federal requirements?

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

21. Describe how this project would support and improve access for vulnerable populations and/or historically marginalized communities.

The pilot would offer free on-demand trips to residents and commuters within an area that has multiple gaps in the transit network. The Washington County Strategic Solutions for First Mile/Last Mile Transit Connections Report (2020) identified the South Beaverton area as having gaps in the regional transit network. Furthermore, a South Beaverton Transit Study completed by Ride Connection and Washington County identified multiple pockets of unmet transit need throughout the study area. The outer edges of the study area, such as Progress Ridge and Aloha, have a high share of essential jobs, as well as essential workers in need of transportation to other parts of the region. Aloha and Mountainside High Schools are both in the service area, highlighting a transportation need for high school age students. 14% of South Beaverton residents are within 200% of the federal poverty line, while over 30% of Aloha households meet this definition. These and other factors combined suggest a significant unmet need of access to public transportation.

To ensure that the pilot addresses key access needs in the community, the project team will engage in inclusive service planning in FY24. The team will conduct outreach with key stakeholders, such as City of Beaverton, area employers and schools, and neighborhood groups. With the help of culturally-specific and community organizations, the project team will include vulnerable communities in the program design process. Special care will go into determining how to make microtransit an accessible mode for different groups, and how to overcome language or other barriers with a customer-facing scheduling app. The

project team will develop performance metric that measure equitable outcomes, and will assess the project throughout the pilot to determine whether it is meeting the needs of vulnerable users.

Coordination of Public Transportation Services

22. Describe how this project would improve the passenger experience, benefit multiple transit providers, or involve consolidation, coordination, or resource sharing between agencies, including use of transportation data and technology.

A goal of the pilot would be to offer more connectivity to transit within the South Beaverton area. Currently, three quarters of South Beaverton residents drive alone to work, and transit is not seen as a viable or convenient option. Microtransit would provide a needed first and last mile connection to ensure that residents and commuters have access to transit. Currently, TriMet's lines 62 and 92 operate in the vicinity of Murray Scholls, while lines 52, 57, and 88 operate in Aloha; in their Forward Together vision, TriMet has also included a line 56 extension connecting to Mountainside High School. Opportunities to connect with TriMet MAX exist at the Elmonica station. A key objective of the pilot would be to connect riders with TriMet bus and MAX to more easily facilitate transit trips throughout the region. Washington County and Ride Connection will coordinate with TriMet, City of Beaverton, and other stakeholders to ensure that wider transit connectivity is achieved.

The microtransit pilot will include a customer-facing mobile application for scheduling on-demand trips. While there may not be immediate opportunity during the pilot phase to integrate this app with other regional trip-planning tools, the project team will study opportunities for wider coordination and integration as part of the planning phase of this project.

Environmental and Public Health

23. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes. How does this project support applicant's climate planning efforts?

The South Beaverton, Cooper Mountain, and Aloha areas contain significant gaps to transit access. As a result, 73% of Aloha residents and 77% of South Beaverton/Cooper Mountain residents drive alone to work. While there are plans to expand TriMet bus lines into these service areas, this will not resolve the notable first and last mile transit access issues, or needed connections within the community to shopping, medical, and other services. Microtransit as a new transportation option will reduce congestion and greenhouse gas emissions, reduce vehicle miles traveled, and encourage residents and commuters to use public and active transportation modes, with additional benefits to public health.

Microtransit is the best available mode to pilot an efficient, environmentally sustainable public transportation service in South Beaverton. While the area might be ripe for additional fixed-route shuttle or bus service at a later date, current population densities may not support a full route, and could result in running a relatively empty bus. Demand response would be a workable option, albeit with a high cost per trip and fewer options to group trips, resulting in a less sustainable service overall. Microtransit is an opportunity to provide a flexible and responsive service like demand response, while building in group trips, lower cost per trip, and other efficiencies that are closer to fixed route while helping to demonstrate transit market demand. The project team will focus attention on building opportunities for grouped trips in order to reduce the proportion of vehicle miles traveled to passenger miles traveled.

Safety, Security, and Community Livability

24. Describe how the project would increase use and participation in active transportation, and support connections between transit and other travel modes like biking and walking.

Given the gaps in the TriMet transit network, and existing transportation infrastructure in South Beaverton and the surrounding areas, which is not conducive to biking, walking, or other active transportation modes,

the current primary mode for getting around is driving alone. By connecting residents and commuters to schools, employment, medical clinics, recreation, and the wider transit network, microtransit can encourage car-free travel within the service area as well as across the region.

25. Describe how the project would support and improve safety of passengers in transit vehicles and safety of other roadway users.

A microtransit pilot would encourage car-free travel and reduce vehicle miles traveled in the service area, which are linked to lower rates of automobile-related fatalities. Microtransit would present a safe alternative to driving alone, and encourage safe and healthy travel habits, such as active transportation and multimodal trips.

Ride Connection paid drivers, who would be operating microtransit vehicles, are trained to a high standard of safety and passenger assistance. Upon hiring, drivers are subject to a criminal background check, DMV record check, and for some programs are entered into a drug and alcohol testing pool. During on-boarding, drivers are trained in bloodborn pathogens, defensive driving, Best Ride passenger assistance, a road observation test, and wheelchair securement.

Statewide Transit Network Connections

26. Describe how this project would support and improve the utility and connectivity of the Statewide Transit Network and/or create a foundation for future Statewide Transit Network improvements.

A microtransit program in the Portland region would be an effective way to pilot innovative strategies for addressing first and last mile challenges in the Statewide Transit network. South Beaverton, Aloha, and Cooper Mountain all have close proximity to TriMet bus lines, yet the suburban land use and transportation context and other factors contribute to considerable connectivity issues. Multiple TriMet bus lines operate in the area, and TriMet has included a line 56 extension to Mountainside High School in their proposal. New fixed route alone will not solve access to public transportation, requiring other options and modes to connect riders with the wider transit network. Microtransit is a flexible and responsive mode that will encourage residents and commuters to use public transportation for regional and interregional trips.

Funding and Strategic Investment

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

In the immediate term, the service area has a significant gap in transit access, even as population and residential development continues to expand. Though TriMet's Forward Together vision calls for additional bus service to Mountainside High School and other parts of the service area, there is no timeline for when this will happen – furthermore, other parts of the service area do not have any plans for transit upgrades. Given the anticipated unmet needs, and the opportunity for a demonstration project to test actual transit needs, a microtransit pilot would be a valuable near-term solution.

Longer-term, the pilot would test the replicability and scalability of microtransit in the Portland Region. To date, microtransit has not been tested within TriMet's service area. Other services have been piloted throughout the nation, including successful Pacific Northwest pilots by Lane Transit District, King County in Seattle, and C-Tran in the Vancouver, WA area. Innovative transit solutions are needed in the Portland Region to meet equity, climate, and economic development goals, and the traditional binary of fixed-route and demand response does not meet all of the region's needs. By testing microtransit, the project team will investigate whether it is the proper mode to meet the first and last mile needs in suburban Washington County, and determine whether the mode makes sense elsewhere.

28. If this project will last beyond the 2023-25 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

Seek dedicated funding from formula funds and/or TriMet's Regional Coordination program

29. Does this project depend on other funding sources including other discretionary grants whose outcomes are uncertain? If yes, please list those fund sources. If not applicable, type N/A.

N/A

30. Capital Asset Purchases

Describe proposed capital purchases. If no capital assets are included in your application, type N/A.

The following capital assets will be purchased for this project:

- Two transit vans - \$101,650 per unit
- Microtransit scheduling software - \$30,000

Project Details

Task Category

- Vehicle Purchase
- Planning
- Project Administration
- Operating
- Mobility Management

Vehicle Purchase

Is this a vehicle expansion, vehicle replacement, or both?

Vehicle Expansion

Vehicle Expansion

Will you use the Oregon state price agreement contract?

Yes

Will this grant award support purchase of a used vehicle?

No

Vehicles to be purchased

Vehicle ALI	Make/Model	Quantity	Cost Each	Total	# of seats / # ADA stations	# of seats with ADA deployed	Fuel System	Est. Order Date	Est. Delivery Date
11.12.15 Vans	TBD	2	\$101,650.00	\$203,300.00	9/2	7	Gas (G)	9/1/2023	5/31/2024

Total:
2

Grand Total:
\$203,300.00

Total Project Cost (Grant Amount + Match Amount)

\$203,300.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$162,640.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$40,660.00

Planning

Give a brief (1-3 sentences) description of this project cost.

The project team will work in FY24 to order vehicles, as well as conduct community and stakeholder outreach. Inclusive planning methods will be used, and particular effort will be made to involve vulnerable communities, including low-income residents/commuters and students. Funds for this task will also cover ongoing project monitoring as well as planning for beyond the pilot phase.

Total Task Cost (Grant Amount + Match Amount)
\$10,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$8,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$2,000.00

Project Administration

Give a brief (1-3 sentences) description of this project cost.

Manage STIF program and comply with grant requirements as required by ODOT @ 1.5

Total Task Cost (Grant Amount + Match Amount)
\$10,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$8,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$2,000.00

Operating

Give a brief (1-3 sentences) description of this project cost.

Funds will cover Operations costs for an on-demand microtransit. Expenses will include program management, driver wages, scheduling and dispatching, and other Operations activities. The program is

anticipated to have a span of service of 14 hours per day, Monday through Friday.

Total Task Cost (Grant Amount + Match Amount)
\$425,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity (80% State Share)**
\$340,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity (20% Local Share)**
\$85,000.00

Mobility Management

Give a brief (1-3 sentences) description of this project cost.
Project team will conduct an open solicitation for

Total Task Cost (Grant Amount + Match Amount)
\$30,000.00

Project Task and Match Amounts

20% Match Rate Calculations

**Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)**
\$24,000.00

**Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)**
\$6,000.00

Application Totals

Match Sources

Match Sources	Amount
State	\$135,660.00

Are matching funds of at least 20% of project costs available if the project is awarded?
Yes

What percent of funds will be used for demand response transportation?
100%

Percent of funds used for fixed route transportation
0%

Note on Application Totals: If applying for 5311(f) Operating, a 50% match rate is applied to identified Operating costs. However, the application form automatically applies a 20% match rate to the full Project Cost, including Operating costs. Therefore, Section 5311(f) applicants should ensure the accuracy of the Total Task Cost for each Task Category, as the 20% match rate will only apply to non-Operating costs in a 5311(f) grant award. The form is unable to calculate an accurate application total using two different match rates.

Application Totals Summary By Task - 20% Match Rate

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$203,300.00	\$162,640.00	\$40,660.00
Vehicle Replacement	\$0.00	\$0.00	\$0.00
Equipment Purchase	\$0.00	\$0.00	\$0.00
Facility Purchase	\$0.00	\$0.00	\$0.00
Signs/Shelters	\$0.00	\$0.00	\$0.00
Planning	\$10,000.00	\$8,000.00	\$2,000.00
Project Administration	\$10,000.00	\$8,000.00	\$2,000.00
Operating	\$425,000.00	\$340,000.00	\$85,000.00
Preventive Maintenance	\$0.00	\$0.00	\$0.00
Mobility Management	\$30,000.00	\$24,000.00	\$6,000.00
	Total Project Cost: \$678,300.00	Total Grant Amount: \$542,640.00	Total Match Amount: \$135,660.00

Document Upload (Optional)

Community Connector Service Analysis Summary.pdf

TDP_Final_w-Appendix_020321.pdf