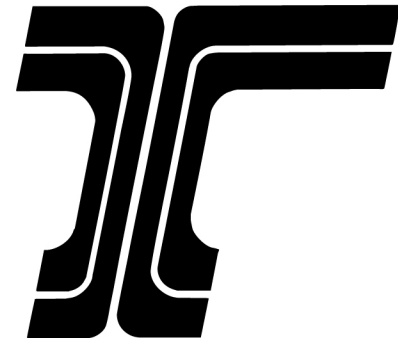


Oregon Department of Transportation



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

Applicant Information

Agency Legal Name

Linn County

Project Title

Vehicle Purchase

Agency Legal Address

300 SW 4th Ave., Albany, Oregon 97321

Application Contact Name

Reagan Maudlin

Application Contact Title

Linn County Special/Rural Transportation
Coordinator

Application Contact Email Address

rmaudlin@co.linn.or.us

Application Contact Phone Number

(541) 409-4494

Name of Person Signing Agreement

Roger Nyquist

Title of Person Signing Agreement

Chairperson- Linn County Board of Commissioners

Email Address of Person Signing Agreement

rnyquist@co.linn.or.us

Phone Number of Person Signing Agreement

541-967-3825

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?

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 Linn Shuttle is a commuter service that serves the cities and communities of Albany, Lebanon, Sweet Home and Foster. It makes 10 trips a day starting in Sweet Home, goes to Foster, and continues to Lebanon to Albany and back to Sweet Home. The Express runs 5 trips a day, starting in Lebanon and runs between the 2 college campuses in Lebanon and the LBCC campus in Albany. A Category D bus would allow for flexibility to "right size" the bus to the route served. Currently the Express is under served or over served.

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?

Yes

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

Yes

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.)

Linn County is the designated QE recipient for STIF D funds as a governmental entity. The project will be contracted with Senior Citizens of Sweet Home Inc./Linn Shuttle for actions and progress on project deliverables; oversight, compliance, and reporting on progress provided by QE.

Senior Citizens of Sweet Home Inc./Linn Shuttle has capacity via their operations to fulfill the capital activity outlined in 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?

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.

Senior Citizens of Sweet Home, Inc. /Linn Shuttle will be responsible for making appropriate activity on the goals in the project and reporting to QE Linn County that will review for compliance and report on deliverables.

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

Predominantly serves or provides access to and from rural communities

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.

To purchase one (1) Category D bus. This will allow the Linn Shuttle to "right size" the needs of the routes, including the Express, and allowing the availability of non-CDL licensed drivers to operate it. The Linn Shuttle serves the communities of Sweet Home, Lebanon, Foster and Albany, with a flagstop that serves the community of Waterloo.

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

\$175,000.00

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?

SCOSHI has 14 vehicles in their fleet, 7 of them are past their useful life in miles. Due to the supply chain issues, the repair parts for the older buses are getting more difficult to get in a timely manner. I have 2 Category B buses that are past their useful life, are constantly breaking down, and using valuable tax dollars to keep on the road when they should be replaced. Having a new Category D bus to run the trips that have a lighter ridership would be more efficient than using an ailing bus. The other benefit to a Category D bus is the availability to hire non-CDL drivers to operate the vehicle. With the new ELDT required training for CDL operators, it has caused hardship on the small rural operations to get new hires through the process. This will allow SCOSHI to use their training dollars efficiently.

If the funding for this project is not granted, SCOSHI will continue with fewer options to reduce the average life of their fleet. Repairs on older vehicles typically are more frequent and more costly than newer vehicles. CDL only vehicles are very difficult to staff, having a Cat D bus will create more flexibility in hiring operators.

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.

Linn County is historically marginalized. Sweet Home, where SCOSHI is based, has 28% of its population that is classified as disabled, and 28% of its population that is living at 150% of the poverty level. The City of Lebanon has 21% of its population listed as disabled and 30% of its population living at the 150% of poverty level. The City of Albany is 16% and 20%, respectively. With the addition of a Category D bus, it will allow the Linn Shuttle to "right-size" certain trips, keeping the larger buses for the busier trips, and using the category D bus to employ non-CDL drivers to operate this vehicle. This will give SCOSHI the flexibility to implement the planned increase in frequency, allowing more options for employment opportunities within SCOSHI and for riders. The planned increase will also allow more connection opportunities to other transportation providers, making it more convenient to access social and health care services, education and employment. Currently 50% of SCOSHI's buses are past their useful life in miles. Having a new bus will add to the reliability of the fleet.

The Cat D bus will be equipped with wheelchair accessibility, consistent with the rest of the existing fleet.

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.

If SCOSHI is awarded and able to obtain a Cat D bus, it will be used to increase service inside Sweet

Home, to Lebanon, and Albany creating two additional routes. This will provide great benefit to the accessibility for riders and contribute to the transportation availability in all three communities. SCOSHI has been participating in a pilot program in combination with OCWCOG and SWIFTLY to increase access to route information and real time updates. They have equipped their busses with trackers and maintain a dashboard that regularly updates information accessible to riders via Google and/or a transit app. The new Cat D bus will also be participating in these technology improvements, should the project continue to be funded in our area.

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 potential increase in frequency, it will give more options for riders to make it to work, to appointments, and other opportunities in a timely fashion. They will opt for public transportation to save miles on their personal vehicles, to the price of fuel and the convenience of the service. It will also allow SCOSHI to use a more fuel-efficient vehicle than an older, leaking one.

SCOSHI has made significant changes in our fleet transitioning to Propane where possible.

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.

Our buses have bike racks to encourage the use of bicycles for first mile/last mile riders. The routes take people from rural locations, where walking is not feasible to a necessary destination, to more urban settings where a person could then walk or bicycle to several locations between bus access.

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

By being able to right-size buses to trips, the Linn Shuttle will avoid the potential of over-crowding a van or bus, allowing each passenger to maintain social distance and have the availability to sit in a seat. This will encourage riders to take the bus, knowing that the bus will have ample space to accommodate their ride to their final destination.

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 Linn Shuttle's primary function is a connectivity service to other communities and transit options. The Linn Shuttle connects passengers to three different communities and option to transfer to two other major transit provider services. The addition of the Cat d bus will improve regularity and availability of service, in combination with reducing difficulty in operator recruitment.

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.

SCOSHI has 14 vehicles. 7 of them are past their useful life. To sustain a viable fleet and to maintain and expand reliable service, new vehicles are needed. The logic behind a Category D bus is to utilize a diverse workforce while managing resources in the most efficient way.

In order for a transit service to remain reliably sustainable, it is imperative to maintain a reasonable average fleet age. It is also imperative to have a variety of fleet that meets the demands riders and availability of operators. Investing in a Cat d bus will make progress towards these key factors that ensure quality and sustainable services.

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.

Yes. This grant will rely on the match to come from Federal funds.

30. Capital Asset Purchases

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

One Category D bus

Project Details

Task Category

Vehicle Purchase

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
11.12.04 Bus < 30 FT	Not yet known	1	\$175,000.00	\$175,000.00	14/2	12	Diesel (D)	9/20/2023	9/4/2024
		Total:		Grand Total:					
		1		\$175,000.00					

Total Project Cost (Grant Amount + Match Amount)
 \$175,000.00

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
 \$140,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
 \$35,000.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
 \$157,500.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
 \$17,500.00

Application Totals

Match Sources

Match Sources	Amount
Federal	\$35,000.00

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	\$175,000.00	\$140,000.00	\$35,000.00
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	\$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: \$175,000.00	Total Grant Amount: \$140,000.00	Total Match Amount: \$35,000.00

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

Task Category	Task Project Cost	Task Grant Amount	Task Match Amount
Vehicle Expansion	\$175,000.00	\$157,500.00	\$17,500.00
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	\$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: \$175,000.00	Total Grant Amount: \$157,500.00	Total Match Amount: \$17,500.00