

Meeting Agenda
Thursday, April 4
10 am to 12 pm



Crook County Annex, 320 NE Court St, Prineville, OR
Conference line number: (605) 313-4122 access code 443049

Meeting Agenda

- 10:00 Welcome and Introductions
- 10:05 Public Comment Period
- 10:15 Review and approval of meeting minutes
- 10:20 Review and prioritize [STIF Formula Fund Public Transportation Service Provider applications](#)
- 11:30 Review and prioritize STIF Discretionary Fund applications
- COIC - [CET Community Connector Service](#)
 - COIC - [Hawthorne Station Renovation](#)
 - C.A.C. Transportation Inc. - [Central Oregon Breeze Bus](#)
- 11:55 Discuss 2019 meeting schedule
- 12:00 Adjourn

If you are unable to attend in person, please call in to the meeting using the conference line information below. To request this information in an alternative format, please call Derek Hofbauer at 541-548-9534 or send an email to dhofbauer@coic.org. Crook County encourages persons with disabilities to participate in all programs and activities. This meeting location is accessible to people with disabilities. If you need accommodations to make participation possible, please contact Derek.

PROPOSED STIF PROJECTS BY PUBLIC TRANSIT PROVIDER: CASCADES EAST TRANSIT

APRIL 4TH 2019

Click this link to access applications:

[https://www.cognitoforms.com/ODOT2/PTSPProjectTemplate#_xFrMriDwo6ghrTIVUqiv2H_npA6KAKWuX8cOWvgJaQ\\$*](https://www.cognitoforms.com/ODOT2/PTSPProjectTemplate#_xFrMriDwo6ghrTIVUqiv2H_npA6KAKWuX8cOWvgJaQ$*)

PROJECT 1 (PRIORITY 1)

NEW SATURDAY SERVICE FOR ROUTE 26, 3 ROUND TRIPS

COST FY19 - FY21 \$49,014.41 - CROOK COUNTY

COST FY19 - FY21 \$24,507.19 - DESCHUTES COUNTY

PROJECT 2 (PRIORITY 2)

ROUTE 26 ADDITIONAL EVENING WEEKDAY RUN

FY19 - FY21 \$36,760.80 - CROOK COUNTY

FY19 - FY21 \$36,760.80 - DESCHUTES COUNTY

PROJECT 3 (PRIORITY 3)

PURCHASE VEHICLE FOR ROUTE 26 EXPANSION

FY19 - FY21 \$87,500.00 - CROOK COUNTY

FY19 - FY21 \$87,500.00 - DESCHUTES COUNTY

PROJECT 4 (PRIORITY 4)

ADD TWO ROUND-TRIPS TO BEND VIA REDMOND

FY19 - FY21 \$37,481.60 - CROOK COUNTY

FY19 - FY21 \$37,481.60 - DESCHUTES COUNTY

PROJECT 5 (PRIORITY 5)

MARKETING AND OUTREACH

FY19 - FY21 \$20,979.90 - CROOK COUNTY

PROJECT 6 PRIORITY 1 (130% LIST)

SMALL CITY LOCAL SERVICE ENHANCEMENTS AND MATCH

FY19 - FY21 \$284,080.00 - CROOK COUNTY

**PROPOSED STIF PROJECT SUMMARIES BY PUBLIC TRANSIT PROVIDER:
CASCADES EAST TRANSIT**

APRIL 4TH 2019 - CROOK COUNTY STIF ADVISORY COMMITTEE

Project	New Saturday service for Route 26, 3 round-trips	Route 26 additional evening weekday run	Purchase vehicle for Route 26 expansion	Add two round-trips to Bend via Redmond	Marketing and Outreach	Small city enhancements and match
CROOK	\$ 49,014.41	\$ 36,760.80	\$ 87,500.00	\$ 37,481.60	\$ 20,979.90	\$ 284,080.00
Ranking	100% List, Rank 1	100% List, Rank 2	100% List, Rank 3	100% List, Rank 4	100% List, Rank 5	130% List, Rank 1
Shared Funding	Deschutes County to pay for 1/3 of operating costs (FY20 \$12,013.33 & FY21 \$12,493.86)	Deschutes County to pay for 1/2 of operating costs (FY20 \$18,020 & FY21 \$18,740.80)	Deschutes County to pay 1/2 of costs (FY20 \$87,500)	Deschutes County to pay for 1/2 of the operating costs (\$37,481.60)		

Summaries of STIF Discretionary/STN Applications for Review - Crook County

1) COIC - CET Community Connector Service (Application #131662)

Project Amount (including match): \$306,434

COIC seeks funding to continue three existing CET Community Connector services that run five days a week. The funding would support the three busiest round trip services: La Pine to Bend, Madras to Redmond, and Redmond to Bend. COIC also seeks funding to cover the costs of maintaining and operating the Hawthorne Station in Bend and the new Transit Hub in Redmond. The Community Connector services have received similar intercity funds in previous award cycles.

2) COIC - Hawthorne Station Renovation (Application #135210)

Project Amount (including match): \$124,850

COIC proposes a collection of improvements and updates to Hawthorne Station in Bend to improve the safety, accessibility, security, and multi-modal nature of the station. COIC proposes renovations the station interior to be more ADA-accessible, more inviting for staff and passengers, installation of a self-serve fare kiosk and improvements to allow free Wi-Fi within the station area. COIC also proposes exterior changes, including redesign of hardscape to accommodate a loading area for a variety of demand response transit, including TNCs, and to provide space for a future bike share station or secure bike parking area.

3) C.A.C. Transportation Inc. - Central Oregon Breeze Bus (Application # 133525)

Project Amount (including match): \$185,000

CAC (The Central Oregon Breeze) seeks funding to purchase one new bus to support the Central Oregon Breeze service, which connects Central Oregon to Portland and points in-between. The application mentions interest in exploring new connections between the Bend/Central Oregon area and Corvallis as well as between Bend/Central Oregon and The Dalles. However, the application does not ask for planning funding.

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

**Central Oregon Intergovernmental Council
CET Community Connector Service**

Application ID: 131662

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

Submitted: 2/1/2019 4:40:20 PM (Pacific)

Project Contact
Drew Orr
dorr@coic.org
Tel: 541-548-9525

Additional Contacts
none entered

Central Oregon Intergovernmental Council

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Bend, OR 97701

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Application Questions [top](#)

Provider Information

1. Transit Agency Type

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

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

- Fixed Route
- Demand Response
- Deviated Fixed Route

Risk Assessment Information

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

3. Did your agency have any turnover of management or financial staff in the last 2 years?

- Yes
- No

4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?

- Yes
- No

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

- Manual
- Automated
- Combined

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

- Yes
- No

7. Did your staff members attend required training and meetings during prior grant awards?

- Yes
- No

8. Was your agency audited by the Federal government in the past 2 years?

- Yes
- No

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

- Yes
- No
- N/A

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

- Yes
- No

Applicant Qualifications

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

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

The Central Oregon Intergovernmental Council is a council of governments formed in 1972 under ORS 190. As an Intergovernmental Entity, COIC is a public transportation service provider as defined in OAR 732-040-0005(24). COIC has existing grant awards with both the Federal Transit Administration (FTA) and the Oregon Department of Transportation, Rail and Public Transit Department (ODOT RPTD).

This application is to continue an existing service COIC has provided within Central Oregon with the aid of 5311(f) grant funds since July 2009. The current COIC Staff is experienced in successfully completing projects of this type.

COIC has a Field Supervisor, Dispatch Supervisor, Maintenance Supervisor, Fiscal Administrator, Operations Manager and Transportation Manager currently assigned to this ongoing project. This veteran team has demonstrated that it has both the managerial and operational capacity to both perform and report on project progress within the scope, schedule and budget. ODOT RPTD has confirmed this capacity with periodic State Management Reviews of Cascades East Transit and COIC.

Additionally, the FTA most recently confirmed COIC's legal, financial, technical, managerial and operational capacity relative to direct federal awards and projects in its May 2018 triennial review of Cascades East Transit. The final report found no findings for COIC's administration and management of federally funded public transportation projects over the preceding three years.

COIC has many years of successful experience matching and managing grant fund such as these, covering unforeseen cost increases and operating deficits, covering necessary maintenance and operational costs for grant funded facilities and equipment, and responding to applicable audits.

COIC's financial management systems meet standards for financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management. The systems enable COIC to track grant balances, request drawdowns of grant funds, report financial and service data as required, and close out grants.

In summary, COIC has proven its ability to implement ODOT and FTA funded projects such as this in accordance with the grant application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices.

12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

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

- Yes
 No

14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

N/A

Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

This grant application is a continuation of existing service supported by RPTD 5311(f) agreement number 31974.

The grant funds requested will support the 3 busiest round trips a day, 5 days a week service of the La Pine - Bend, Madras - Redmond, and Redmond - Bend CET Community Connector service. An analysis of the intercity connections in Central Oregon between the other intercity providers (attached with this grant application) shows that without the CET Community Connector service, travelers from La Pine and Madras would be forced into very long layovers when traveling to cities/destinations outside Central Oregon such as Portland, Salem, Eugene and/or Chemult (Amtrak service). In many cases, it would be necessary to spend the night in Redmond or Bend to wait for the next leg. These three CET community connector shuttles are vital to the overall success of the intercity program in the region because they feed customers to their desired starting point of the journey with a reasonable lay-over.

These services were designed based on the needs and priorities identified in the many local plans identified herein. The services have been monitored and adjusted through the years from analysis of ridership and customer comments on existing Community Connector runs, feedback from ongoing marketing and outreach efforts in the communities served, recommendations from the Central Oregon Public Transportation Advisor Committee, on-going feedback from the Deschutes/Jefferson/Crook County STF Advisory Committees, and feedback from the municipalities with which CET has purchased service contracts with.

In summary, the CET La Pine - Bend, Madras - Redmond and Bend - Redmond Community Connector service provides travelers from La Pine, Madras and Prineville vital access to intercity travel outside of Central Oregon. These three CET community connector shuttle routes proposed are intercity service because 1) La Pine and Madras are all more than 20 miles from the key urban centers that the other intercity providers are naturally catering to, 2) it makes infrequent stops along its path and 3) without this service, the layovers and logistics for customers trying to make intercity travel connections are unreasonable.

The Hawthorne Station inter-modal center in Bend (rank 5), and the new Transit Hub in Redmond (rank 5) have both been designated as Key Transit Hubs of the Statewide Transit Network. The agreements that provided the funds for the construction of these two key facilities require COIC to both operate and maintain the sites throughout the useful lives using separate funding. This includes, but is not limited to a) maintenance of the equipment, grounds and facilities in good repair and operating condition so as to preserve the long term public benefits of the Project, including making all necessary and proper repairs, replacements, additions, and improvements, b) maintaining adequate insurance of the assets purchased and COIC's operations on the properties throughout their period of use, and c) maintenance of compliance with current ADA standards. A portion of the requested funds are to cover the costs of maintaining and operating these two Key Transit Hubs for their intended purpose.

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

See guidance for exemptions to this requirement.

- Central Oregon Coordinated Human Services Transportation Plan - 2018
- Central Oregon Regional Transit Master Transit Plan - 2013
- Bend MPO Public Transit Plan - 2013
- Deschutes County Transportation System Plan - 2012
- Crook County Transportation System Plan - 2017
- City of Madras Transportation System Plan - 2018
- City of Redmond Transportation System Plan - 2008
- City of Bend Existing Conditions and Needs - July 2018 (TSP is currently being updated)

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

Enter an amount in dollars.

\$125,000

18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary
 STIF Intercommunity Discretionary
 FTA Section 5311 (f) Intercity Discretionary

Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

19. Describe how the project supports and improves access for vulnerable populations.

Seniors, individuals with disabilities and economically disadvantaged people are more reliant on public transportation to meet their intercity travel needs.

According to a April 2011 article written by the AARP Public Policy Institute, 21 percent of Americans over the age of 65 do not drive. Current demographic trends (aging population) are increasing the number of individuals that fit within this category.

According to a 2009 national household travel survey by Travel Trends, nearly 6 percent of rural households and more than 6 percent of small urban households have no access to private vehicles.

CET Community Connector service provides low cost intercity mobility in Central Oregon for people who do not, or cannot, operate a motor vehicle because of personal preference, low income, disability, youth or old age.

CET Community Connector service fills gaps in the State Transportation Network that would otherwise lead to inconvenient and time consuming intercity travel with Central Oregon. As shown by the attached connectivity analysis, Cascades East Transit Community Connector service provides more regular access to many key destinations in Central Oregon. These key connections reduce the need for many overnight stays, thereby reducing the overall cost of intercity travel through Central Oregon.

All CET Community Connector buses are equipped to accommodate up to two (2) passengers requiring onboard wheel chair securement, without reservations or restrictions. Additionally, all CET drivers receive certified passenger assistance training every two years to ensure proper accommodation of individuals with various disabilities.

Traveling on the Cascades East Transit Community Connector system is very economical. Single ride fares are \$3.75 for adult/youth and \$3.00 for seniors and those individuals with disabilities. A Day Pass, which allows an unlimited number of rides for the day, costs only \$6.25 for adult/youth and \$3.00 for seniors and those individuals with disabilities. These inexpensive fares make intercity travel to/from Central Oregon economically viable for lower-income households.

In summary, this project enhances the transportation options, access and independence of seniors, individuals with disabilities, economically disadvantaged people traveling throughout Oregon by augmenting the State's statewide transit network in Central Oregon.

Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

The cities of Sisters, Redmond, Prineville and Madras all contribute funds towards the Community Connector service within Central Oregon. Crook, Deschutes and Jefferson County also contribute funds as well.

These municipalities see the Community Connector service as a vital service connecting their communities to other destinations within, and outside the region.

The Community Connector service links with other intercity providers at two Central Oregon intermodal hubs operated by Cascades East Transit; Hawthorne Station in Bend and the new Redmond Transit Hub built with both ConnectOregon and Regional Solutions funds. These two transportation hubs support regional and intercity public transportation by providing easy transfers between routes and encouraging better connections and coordination with other intercity providers.

COIC has recently added agreements with PeopleMover (Redmond Hub), Central Oregon Breeze (Redmond Hub) and Mt. Hood Teleporter (Hawthorne Station) to make vital connections to the Key Transit Hubs of the Statewide Transit Network. COIC continues to pursue creative partnerships with private sector providers that complement each other's services and provide efficiencies.

Partnerships like these present an opportunity to consider how the various parties may be able to better serve specific needs, and how they can function together to expand Oregonians' travel choices. This collaborative effort with agencies, jurisdictions, and providers furthers the goal of the public transportation system being integrated as a component of the broader multimodal transportation system in Oregon. COIC provides leadership for public transportation activities in Central Oregon and works to build upon its efforts to coordinate intercity and public transportation services.

Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

The proposed CET community connector service fills gaps that would otherwise make intercity travel into, or out of Central Oregon inconvenient and time consuming.

An analysis of the intercity connections in Central Oregon provided by the other intercity providers (attached with this grant application) shows that without the CET Community Connector service, travelers from La Pine, Madras, Redmond and Prineville would be forced into very long layovers when traveling to cities/destinations outside Central Oregon such as Portland, Ontario, Eugene and/or Chemult (Amtrak service). In many cases, it would be necessary to spend the night in Redmond or Bend to wait for the next bus. By enabling individuals to travel to, from or through Central Oregon with reasonable connections, the three CET community connector shuttle routes proposed in this application continue to be vital to the overall utility of the statewide transit network.

By improving the overall passenger experience on a number of different combination of trips, these three CET community connector shuttle routes enhance the attractiveness of intercity travel overall for both the Central Oregon region and entire State. In the same manner, the proposed CET community connector service provides individuals better intercity connectivity to other states as well as national and international transportation services.

Providing convenient intercity travel options along the corridor between the largest City in Central Oregon (Bend), and the region's only large airport (in Redmond) is the highest priority of this project.

Central Oregon has a flourishing tourist industry that caters to active vacationers (bicyclists, skiers, horseback riding, kayakers, boaters, mountain-climbers, etc.), people coming for special events and individuals traveling to the area to enjoy the natural beauty of the area. As stated elsewhere, 21 percent of Americans over the age of 65 do not drive and approximately 6 percent households don't have access to private vehicles. The proposed CET community connector service ensures that all individuals interested in traveling to Central Oregon via intercity transportation have convenient and accessible options. Making these intercity travel connections stronger makes the region more attractive to tourists considering coming to visit.

Because of the strong connectivity with CET public transit, this project also support tourists' use of public transportation by making it easy to use

Funding and Strategic Investment

(Score weights: Discretionary = 20%, STN = 10%)

22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

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

COIC has used a mixture of Special Transportation Funds and purchased service contracts with local municipalities to provide the local match required for this project for many years. COIC intends to continue to use these same funding sources for this application.

23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

COIC uses a combination of ODOT RPTD 5311, 5310, STF and 5311(f) funding, and purchased service contracts with local municipalities to support the existing CET community connector service in Central Oregon. A reduction in any of these funds would likely lead to a reduction in CET community connector service in the next biennium.

Environmental and Public Health

(Score weights: Discretionary = 15%, STN = 10%)

24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

Transportation accounts for 29 percent of greenhouse gas emissions in the United States. By moving more people with fewer vehicles, intercity transportation like CET Community Connector can significantly reduce overall vehicle emissions and the pollutants that create smog. National averages demonstrate that public transportation produces substantially lower greenhouse gas emissions per passenger mile than private vehicles. Moreover, by reducing congestion, the Community Connector service reduces emissions from cars stuck in traffic.

Air quality is often the poorest in urban and suburban areas where traffic congestion is the worst. This has meant that residents of these areas, especially those living in close proximity to major thoroughfares or highways, confront much higher health risks due to poor air quality.

When intercity transportation like CET Community Connector is convenient and affordable, many individuals will choose it over traveling by automobile to avoid the unreliability, stress, and delays of roadway congestion. Reduced congestion provides the additional benefits of improving air quality and conserving energy.

By carrying many more riders per trip than a single-occupancy vehicle, CET Community Connector can reduce the total vehicle miles traveled within the community. The transit calculation portion of the application shows that the vehicle miles that the entire CET Community Connector shuttle service travels in a standard year is approx. 390,000. If these public transit riders drove single-occupancy vehicles instead, they would drive approx. 2,117,700 miles. The CET public transit service to these individuals thereby reduces the number of miles driven throughout Central Oregon by approx. 4,235,400 miles over the twenty four (24) month time period of this project.

Individuals travel Central Oregon from around the world to enjoy the natural beauty and recreational opportunities. Multiple studies have shown that active recreation supports positive health outcomes by encouraging social interaction, increasing personal confidence and self-awareness, reducing feelings of depression and anxiety and enhancing self-esteem. By enabling individuals of all capabilities and household income to participate in the many recreational opportunities in Central Oregon, CET Community Connector service supports positive health outcomes.

Safety, Security, and Community Livability

(Score weights: Discretionary = 25%, STN = 10%)

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

The U.S. Center for Disease Control recommends at least 150 weekly minutes (about 22 daily minutes) of moderate aerobic activity (e.g. brisk walking) for adults. Currently, less than half of American adults achieve recommended physical activity targets, and participation rates decline with age. Many experts believe that increasing walking and cycling (together called active transportation) is the most practical way to improve public fitness, particularly for vulnerable populations such as children, seniors and people with low incomes who often have difficulty participating in structured exercise programs due to financial and time constraints (WHO 2003; Gilbert and O'Brien 2005).

Public transportation and transit-oriented development tend to increase physical activity, since most public transit trips involve walking links, transit-oriented development includes walking and cycling improvements, and transit systems often provide amenities such as bike racks on buses and at stations. Several targeted studies indicate that public transit travel significantly increases physical activity.

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

Intercity travel by public transportation is far safer than automobile travel. Intercity and commuter passengers have about one-20th the per-mile traffic casualty (injury or death) rate as those traveling the same types of miles by personal automobile.

This is an important statistic for the future of U.S. transportation, as federal and local governments look for ways to incorporate safe public transportation in and to cities as traffic congestion builds on the nation's roads. With increased traffic, fatalities from accidents have also increased in recent years. According to the U.S. Department of Transportation, more than 35,000 people were killed on U.S. roads in 2015, and increase of 7.2 percent from 2014.

To avoid potential accidents and fatalities, public intercity transportation is a valuable tool for high-risk groups and more vulnerable populations, such as teens, seniors and impaired or distracted drivers. Taking a bus allows commuters to multitask, sleep or avoid driving while intoxicated.

In the case of this specific project, the CET Community Connector service described here within is expected to improve the safety of individuals traveling between La Pine – Bend, Redmond – Bend, and Madras – Redmond during the life of the project.

Capital Assets

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A. COIC is not proposing any capital purchases for this project at this time.

Budget and Project Tables [top](#)

Project Category and Fund Source

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$ 0	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$ 92,421	\$	\$	\$	\$	\$ 92,421
Operating	\$ 214,013	\$	\$	\$	\$	\$ 214,013
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
Total	\$ 306,434	\$ 0	\$ 0	\$ 0	\$ 0	\$306,434

Project Totals and Match Rate

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 306,434	10 %	\$ 275,791	\$ 30,643	STF & Local Contributions Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 306,434	10 %	\$ 275,791	\$ 30,643	STF & Local Contributions Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$ 214,013	50 %	\$ 107,007	\$ 107,007	STF & Local Contributions Text	\$ 0	Yes Yes/No	07/01/2019 xx/xx/xxxx	0 %	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$ 92,421	20 %	\$ 73,937	\$ 18,484	STF & Local Contributions Text	\$ 0	Yes Yes/No	07/01/2019 xx/xx/xxxx	0 %	100 %

Vehicle Purchase

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	vehicle	vehicle	vehicle	vehicle
															Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

Vehicle Replacement Information

Vehicles to Be Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable

Document Upload [top](#)

Documents Requested *	Required?	Attached Documents *
Document 1		LaPine-Bend, Bend-Redmond & Madras-Redmond Routes
Document 2		CET Fare Schedule
Document 3		Cent Oregon Intercity Analysis
Document 4		2018 Human Services Coordinated Plan
Document 5		Project Budget Breakdown
Document 6		Regional Master Transit Plan Service Plan
Document 7		City of Madras TSP
Document 8		

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

Central Oregon Intergovernmental Council Hawthorne Station Renovation

Jump to: [Application Questions](#) [Budget and Project Tables](#) [Document Upload](#)

Submitted: 2/6/2019 11:41:13 AM (Pacific)

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Additional Contacts
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Central Oregon Intergovernmental Council

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Telephone 541 699 4094
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Application Questions [top](#)

Provider Information

1. Transit Agency Type

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

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

- Fixed Route
- Demand Response
- Deviated Fixed Route

Risk Assessment Information

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew.S.Keefe@odot.state.or.us for assistance.

3. Did your agency have any turnover of management or financial staff in the last 2 years?

- Yes
- No

4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?

- Yes
- No

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

- Manual
- Automated
- Combined

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

- Yes
- No

7. Did your staff members attend required training and meetings during prior grant awards?

- Yes
- No

8. Was your agency audited by the Federal government in the past 2 years?

- Yes
- No

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

- Yes
- No
- N/A

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

- Yes
- No

Applicant Qualifications

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

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

The Central Oregon Intergovernmental Council is a council of governments formed in 1972 under ORS 190. As an Intergovernmental Entity, COIC is a public transportation service provider as defined in OAR 732-040-0005(24). COIC has existing grant awards with both the Federal Transit Administration (FTA) and the Oregon Department of Transportation, Rail and Public Transit Department (ODOT RPTD).

COIC has the Transportation Manager, Operations Manager and Transportation Fiscal Administrator assigned to different elements of this renovation project. This team has demonstrated both its managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. ODOT RPTD has confirmed this capacity with periodic State Management Reviews of Cascades East Transit and COIC.

Additionally, the FTA most recently confirmed COIC's legal, financial, technical, managerial and operational capacity relative to direct federal awards and projects in its May 2018 triennial review of Cascades East Transit. The final report found no findings for COIC's administration and management of federally funded public transportation projects over the preceding three years.

COIC has many years of successful experience matching and managing grant fund such as these, covering unforeseen cost increases and operating deficits, covering necessary maintenance and operational costs for grant funded facilities and equipment, and responding to applicable audits.

COIC's financial management systems meet standards for financial reporting, accounting records, internal control, budget control, allowable cost, source documentation, and cash management. The systems enable COIC to track grant balances, request drawdowns of grant funds, report financial and service data as required, and close out grants.

In summary, COIC has proven its ability to implement ODOT and FTA funded projects such as this in accordance with the grant application, FTA Master Agreement, and all applicable laws and regulations, using sound management practices.

12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

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

- Yes
 No

14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

COIC will procure the services of contractor(s) to do the required work. The Transportation Manager has been assigned the role of Project Coordinator to oversee completion of the project as per the attached COIC Contract Administration Guidelines. The Project Coordinator shall work with the Transportation Fiscal Administrator to solicit these services, assure the costs incurred are eligible and the grant requirements are met.

Project Information

Try to answer all questions, even if your project does not fit neatly within a category. No answer means a zero score.

15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

COIC-CET's vision and project purpose is to transform Hawthorne Station into a built environment that supports local and intercommunity vision for a full-service mobility hub that will enhance access and multi-modal transportation service for Central Oregon community residents and visitors for years to come. The interior of Hawthorne Station will be renovated into an inviting and ADA-accessible customer service counter and area including a self-serve transportation product kiosk and future wi-fi. Hardscape sidewalk areas will be reconfigured and space designated designate for active loading area for "kiss n' ride, taxi, microtransit and car-sharing. Space will also be designated for a future bike share station and/or secure bike parking. The project outcome will also build future capacity for expected increases in multi-modal transportation and inviting space for promoting Transportation Demand Management in cooperation with other community partners.

The project to be funded will include a spectrum of transit facility improvements and renovations to enhance the safety and security of the site, and thereby provide increase the accessibility to both the providers and passengers that utilize these facility.

Specifics of the project include:

- Purchase and installation of an information and self-serve fare product purchase kiosk to provide automated purchase and dispensing of fare products for the convenience of customers,
- Upgrade the facility front doors and associated ADA equipment to enhance accessibility,
- Remodel of the customer service area, including counter, to make it both inviting and more secure for both staff and passengers,
- Redesign and remodel of the passenger restrooms to make them safer, more secure and more accessible,
- Reconfigure and re-purpose use of hardscape (sidewalk areas) for future bike station and/or secure bike parking and create designated pick up/drop off area for active loading/unloading for other modes of public transportation including taxis, micro-transit, kiss and ride and Transportation Network companies,
- Replacement of the interior furniture to a combination of benches and tables that are both more ADA accessible and easier to maintain,
- IT/Technology improvements that will translate into free WIFI access for passengers waiting for a bus
- Replacement of the flooring to a more durable and safe vinyl tile material

Implementing this project will provide both providers and passengers the following benefits:

- Enhance features to better serve vulnerable and disadvantaged riders
- Enhance safety, security and amenities for both customers and employees
- Improve operating efficiency and flow of pedestrians, shuttles, and vehicles
- Enhance the inter-modality of the facility by including space for bike parking and car sharing
- Create an inviting and engaging customer experience like the one pictured on the attached photos

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

See guidance for exemptions to this requirement.

Within Central Oregon's 2013 Regional Master Plan, page 37 refers to "Non-Service Improvements" and discusses the importance of the rider experience and its associated facilities.

Under the draft City of Bend TSP, the transit planning segments refer to the need for mobility hubs and enhanced technological solutions at these facilities.

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

Enter an amount in dollars.

\$106,000

18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary
 STIF Intercommunity Discretionary
 FTA Section 5311 (f) Intercity Discretionary

Equity and Public Transportation Service to Low Income Households

(Score weights: Discretionary = 20%, STN = 10%)

19. Describe how the project supports and improves access for vulnerable populations.

The Hawthorne Station inter-modal center enhances the transportation options, access and independence of seniors, individuals with disabilities, economically disadvantaged people traveling throughout Oregon by augmenting the State's statewide transit network in Central Oregon.

Seniors, individuals with disabilities and economically disadvantaged people are more reliant on public transportation to meet their intercity travel needs. Accordingly, the attached 2018 Central Oregon Human Services Coordinated Plan prioritizes inter-community transportation between the region's rural communities as high.

According to a April 2011 article written by the AARP Public Policy Institute, 21 percent of Americans over the age of 65 do not drive. Current demographic trends (aging population) are increasing the number of individuals that fit within this category.

According to a 2009 national household travel survey by Travel Trends, nearly 6 percent of rural households and more than 6 percent of small urban households have no access to private vehicles.

The Hawthorne Station lobby is open from 6:30 am to 6:00 pm M-F and 10:00 am to 2:00 pm Sat/Sun. Services and amenities include lighted inside and outside waiting areas, public restrooms, a large electronic information board inside the waiting area showing the estimated arrival time of the Cascades East Transit fixed route buses, a small market with food service items, transportation information and ticket sales make traveling more convenient and safe than before. COIC employees staff at Hawthorne Station. They are familiar with the transportation options available in the region and are available to discuss them with consumers at the counter. Their mission is to make Hawthorne Station a convenient transportation hub where passengers can choose a transportation mode to accommodate their needs and purchase the fare of their choice. Hawthorne Station provides a critical link to the existing Oregon transportation system, improving utilization and efficiency of the system. Operating Hawthorne Station helps complete gaps by centrally locating access to multi-modal public and private options and removing accessibility barriers to transportation options.

This renovation is required to increase the accessibility and improve the passenger experience at Central Oregon's highest rated Key Transit Hub, the Hawthorne Station inter-modal transit center located in Bend, Oregon.

Coordination of Public Transportation Services

(Score weights: Discretionary = 10%, STN = 30%)

20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

COIC works with Greyhound, Amtrak, Pacific Crest Bus Lines, People Mover, Mt Hood Teleporter, and MTMWestern to coordinate their respective schedules and facility needs. COIC Staff on site work to provide passengers with current information on their intercity and inter-modal transportation options. COIC works with the City of Bend and neighborhood representatives to assure that the site operations are such that COIC remains a good neighbor within the community.

COIC continues to actively recruit intercity providers to make use of the Hawthorne Station inter-modal center to increase its utility to the Statewide Transit Network.

COIC has consulted with Central Oregon Coalition for Access (COCA), Commute Options, OSU Cascades, Move Bend, the Regional Public Transportation Advisory Committee (RPTAC) and the City of Bend to assure this project meets the needs of the community. Commute Options, RPTAC, OSU Cascades, COCA and Move Bend were able to furnish the attached letters of support for this project. The project has also been endorsed by the Bend City Council. The formal letter of support should be signed at the February 6th Council meeting.

Statewide Transit Network

(Score weights: Discretionary = 10%, STN = 30%)

21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

Hawthorne Station was constructed in order to provide a safe, efficient and customer-friendly venue for intercity travelers to purchase fare products, receive information regarding transportation options available, comfortably wait to board their bus, and to park a vehicle if need be. Intercity travel within the region has materially increased since the facility opened and use of the facility has expanded to include other intercommunity service providers and riders. This growth has accelerated normal wear and tear on the facility, parking lot and grounds. Over time there have been enhancements in ADA equipment and standards, material growth in regional/local population and associated traffic congestion, and higher expectations from bus patrons, the general public and commercial/residential neighbors in close proximity. This project would greatly enhance the site's ability to serve the region's inter-community transportation passenger and provider needs.

Funding and Strategic Investment

(Score weights: Discretionary = 20%, STN = 10%)

22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.
COIC shall use proceeds from purchased service contracts with local municipalities to provide the local match required for this project.

23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.
N/A

Environmental and Public Health

(Score weights: Discretionary = 15%, STN = 10%)

24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

Transportation accounts for 29 percent of greenhouse gas emissions in the United States. By moving more people with fewer vehicles, intercity transportation like CET Community Connector can significantly reduce overall vehicle emissions and the pollutants that create smog. National averages demonstrate that public transportation produces substantially lower greenhouse gas emissions per passenger mile than private vehicles. Moreover, by reducing congestion, the Community Connector service reduces emissions from cars stuck in traffic. Air quality is often the poorest in urban and suburban areas where traffic congestion is the worst. This has meant that residents of these areas, especially those living in close proximity to major thoroughfares or highways, confront much higher health risks due to poor air quality. When intercity transportation is convenient and affordable, many individuals will choose it over traveling by automobile to avoid the unreliability, stress, and delays of roadway congestion. Reduced congestion provides the additional benefits of improving air quality and conserving energy. By providing a safe, secure and accessible space that is attractive to both passengers and providers, an improved Hawthorne Station inter-modal center will encourage more Oregonians to choose public intercity transportation instead of driving a single-occupancy vehicle.

Safety, Security, and Community Livability

(Score weights: Discretionary = 25%, STN = 10%)

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

The U.S. Center for Disease Control recommends at least 150 weekly minutes (about 22 daily minutes) of moderate aerobic activity (e.g. brisk walking) for adults. Currently, less than half of American adults achieve recommended physical activity targets, and participation rates decline with age. Many experts believe that increasing walking and cycling (together called active transportation) is the most practical way to improve public fitness, particularly for vulnerable populations such as children, seniors and people with low incomes who often have difficulty participating in structured exercise programs due to financial and time constraints (WHO 2003; Gilbert and O'Brien 2005).

Public transportation and transit-oriented development tend to increase physical activity, since most public transit trips involve walking links, transit-oriented development includes walking and cycling improvements, and transit systems often provide amenities such as bike racks on buses and at stations. Several targeted studies indicate that public transit travel significantly increases physical activity.

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

Intercity travel by public transportation is far safer than automobile travel. Intercity and commuter passengers have about one-20th the per-mile traffic casualty (injury or death) rate as those traveling the same types of miles by personal automobile.

This is an important statistic for the future of U.S. transportation, as federal and local governments look for ways to incorporate safe public transportation in and to cities as traffic congestion builds on the nation's roads. With increased traffic, fatalities from accidents have also increased in recent years. According to the U.S. Department of Transportation, more than 35,000 people were killed on U.S. roads in 2015, and increase of 7.2 percent from 2014.

To avoid potential accidents and fatalities, public intercity transportation is a valuable tool for high-risk groups and more vulnerable populations, such as teens, seniors and impaired or distracted drivers. Taking a bus allows commuters to multitask, sleep or avoid driving while intoxicated.

Capital Assets

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A. Specifics of the project include:

- Purchase and installation of an information and self-serve fare product purchase kiosk to provide automated purchase and dispensing of fare products for the convenience of customers,
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- Remodel of the customer service area, including counter, to make it both inviting and more secure for both staff and passengers,
- Redesign and remodel of the passenger restrooms to make them safer, more secure and more accessible,
- Reconfigure and re-purpose use of hardscape (sidewalk areas) for future bike station and/or secure bike parking and create designated pick up/drop off area for active loading/unloading for other modes of public transportation including taxis, micro-transit, kiss and ride and Transportation Network companies,
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Budget and Project Tables [top](#)

Project Category and Fund Source

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$ 124,850	\$	\$	\$	\$	\$ 124,850
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$	\$	\$	\$	\$	\$ 0
Total	\$ 124,850	\$ 0	\$ 0	\$ 0	\$ 0	\$124,850

Project Totals and Match Rate

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (if Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 124,850	10 %	\$ 112,365	\$ 12,485	Local Contributions Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 124,850	10 %	\$ 112,365	\$ 12,485	Local Contributions Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$ 124,850	20 %	\$ 99,880	\$ 24,970	Local Contributions Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %

Vehicle Purchase

Vehicle Purchase	Vehicle Purchase Type being replaced	VIN of vehicle	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition				
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx					Only answer if purchasing used	Only answer if purchasing used	Only answer if purchasing used	Only answer if purchasing used

Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	vehicle	vehicle	vehicle	vehicle
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 5	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 6	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 7	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 8	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 9	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle
Vehicle Purchase 10	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/OF	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle	Only answer if purchasing used vehicle

Vehicle Replacement Information

Vehicle Replaced	Year	Make	Model	Vehicle Category	VIN	Seats	ADA Stations	Seats with ADA Stations Deployed	Fuel Type	Vehicle Mileage	Disposal Type	Vehicle Condition	Vehicle Maintenance History
Vehicle Replaced 1	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 2	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 3	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 4	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 5	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 6	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 7	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 8	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 9	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.
Vehicle Replaced 10	xxxx	Text	Text	Select Letter (A-E)	17 digits	#	#	#	G/D/BD/E/HG/CNG/OF	#	Sale/Donate/Salvage	Good/Adequate/Marginal/Poor	Also include Right-sizing justification if applicable.

Equipment, Bus Stop Amenities, and Other Assets

Equipment, Signs, Shelters, Facilities, Land	Item Description	Model Number	Quantity	Estimated Unit Cost	Total Cost	Expected Order Date	Expected Delivery Date	Item Location	Lot Size	Square Footage	If breaking ground, have you filled out DCE?
Row 1	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 2	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 3	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 4	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 5	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 6	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 7	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 8	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 9	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable
Row 10	Text		#	\$	\$ 0	xx/xx/xxxx	xx/xx/xxxx				e If Applicable

Document Upload [top](#)

Documents Requested *

Document 1

Document 2

Required?

Attached Documents *

[COIC Contractor Guidelines](#)

[Commuter Options Letter of Support](#)

Document 3	Move Bend Letter of Support
Document 4	RPTAC Chair Support Letter
Document 5	Central Coalition Access Letter of Support
Document 6	OSU Cascades Letter of Support
Document 7	Before and After Proposed Transformation
Document 8	2018 Central OR Human Services Coord Plan
Document 9	
Document 10	

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Application ID: 135210

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