Jefferson County Annex (Annex Conference Room), 66 SE D St. Madras, OR

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. Jefferson 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. Conference line number: (605) 313-4122 access code 443049.

Meeting Agenda

2:00  Welcome and Introductions

2:05  Public Comment Period

2:15  Review and prioritize STIF Formula Fund Public Transportation Service Provider applications

3:00  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

3:55  Discuss 2019 meeting schedule

4:00  Adjourn
## Proposed Jefferson County STIF Project Summary by Public Transit Provider: Cascades East Transit

April 2, 2019 Jefferson County STIF Advisory Committee

Full project applications can be accessed at the following link:

https://www.cognitoforms.com/ODOT2/PTSPProjectTemplate#_xFrMrjDwo6ghrTjVUqjv2H_npA6KAkWuX8cOWvJaQŚ*

### Project 1 (Priority 1)
Secure Stable Funding Source for Partial RT 22 Operations
COST FY19 - FY 21 $445,530.00

### Project 2 (Priority 2)
Three Additional Weekday Runs RT 22
COST FY19 - FY 21 $147,043.20 - Jefferson County
COST FY19 - FY 21 $73,521.60 - Deschutes County

### Project 3 (Priority 3)
One Additional Evening Run RT 22
COST FY19 - FY 21 $36,760.80 - Jefferson County
COST FY19 - FY 21 $36,760.80 - Deschutes County

### Project 4 (Priority 4)
Introduce Three Roundtrip Saturday Runs RT 22
COST FY19 - FY 21 $147,043.20 - Jefferson County
COST FY19 - FY 21 $73,521.60 - Deschutes County

### Project 5 (Priority 5)
Introduce Three Roundtrip Saturday Runs RT 20
COST FY19 - FY 21 $23,065.61 - Jefferson County
COST FY19 - FY 21 $46,131.22 - Warm Springs County

### Project 6 (Priority 6)
Capital Investment Future Transit Hub/Park and Ride
COST FY19 - FY 21 $30,000.00

### Project 7 (Priority 7)
Small Vehicle Purchase
COST FY19 - FY 21 $85,000

### Project 8 (Priority 8 from 130% List)
Local Circulator Service Culver, Metolius, Madras
COST FY19 - FY 21 $63,000
# Proposed Stif Project Summary by Public Transit Provider

**Casades East Transit**

**April 2nd 2019 - Jefferson County STIF Advisory Committee**

<table>
<thead>
<tr>
<th>Project</th>
<th>JEFFERSON</th>
<th>Secure sustainable funding source for Route 22</th>
<th>3 Additional Runs on Route 22</th>
<th>Route 22 Additional Evening Weekday Run</th>
<th>New Saturday Service for Route 22, 3 round-trips</th>
<th>Introduce 3 Saturday round-trips on Route 20</th>
<th>Capital Investment for Future Transit Hub</th>
<th>Marketing and Outreach</th>
<th>Small Vehicle Purchase for Service Enhancements</th>
<th>Local Service Enhancements for Madras</th>
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<td>Deschutes County to pay 1/2 of operating costs (FY20 $18,020 &amp; FY21 $18,740.80)</td>
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COIC - CET Community Connector Service (Application #131662)

1) 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.

COIC - Hawthorne Station Renovation (Application #135210)

2) 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.

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

3) 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.
Central Oregon Intergovernmental Council

CET Community Connector Service

Application Questions

Provider Information
1. Transit Agency Type
   - City
   - County
   - Mass Transit District
   - Transportation District
   - Special District
   ✔ Intergovernmental Entity
   - Municipal/Public Corporation or other political subdivision
   - Indian Tribe
   - Non-Profit
   - Private For-Profit

2. What is the main type of service that will be supported by this grant?
   ✔ Fixed Route
   - Demand Response
   - Deviated Fixed Route

Risk Assessment Information
This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD.
Please contact Andrew.S.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 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 intercity operations 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 downgrades 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, ongoing feedback from the Deschutes/Jefferson/Crook County STIF 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 Pineville 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 Bend 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.

✔ STIF Discretionary
✔ STIF Intercommunalty Discretionary
✔ FTA Section 5311 (f) Intercity Discretionary

Equity and Public Transportation Service to Low Income Households

(Weight: Discretionary = 20%, STIF = 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 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.
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 on-board wheelchair 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 transit 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 eligible 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 at 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 regions 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-passage 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 = 10%, STN = 30%)

According to a 2019 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.
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-areas 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 GET 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. COC is not proposing any capital purchases for this project at this time.

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Project Category and Fund Source

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Project Totals and Match Rate

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<th>Match Amount</th>
<th>Overmatch Amount (If Any)</th>
<th>Match Funding is available if project is awarded?</th>
<th>Date match available</th>
<th>% of Funds used for Demand Response Transportation</th>
<th>% of Funds used for Fixed Route Transportation</th>
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<td>STIF Disciplinary - All Project Categories (20% Match)</td>
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<td>10%</td>
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<td>STF &amp; Local Contributions</td>
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<td>10%</td>
<td>$ 30,643</td>
<td>$ 0</td>
<td>STF &amp; Local Contributions</td>
<td>Yes/No</td>
<td>07/01/2019</td>
<td>0%</td>
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<td>STIF Intercomm Design - All Project Categories, Qualified Projects (10% Match)</td>
<td>$ 306,434</td>
<td>10%</td>
<td>$ 30,643</td>
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<td>STF &amp; Local Contributions</td>
<td>Yes/No</td>
<td>07/01/2019</td>
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Vehicle Purchase

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<tr>
<th>Vehicle Purchase Type</th>
<th>VIN of vehicle being replaced</th>
<th>Make Model</th>
<th>Vehicle Category</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
<th>Seats</th>
<th>ADA Stations</th>
<th>ADA Stations Deployed</th>
<th>Fuel Type</th>
<th>Estimated Order Date</th>
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<td>Text</td>
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### Vehicle Replacement Information

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### Equipment, Bus Stop Amenities, and Other Assets

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<tr>
<th>Equipment, Signs, Shelters, Facilities, Land</th>
<th>Item Description</th>
<th>Model Number</th>
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<th>Expected Order Date</th>
<th>Expected Delivery Date</th>
<th>Item Location</th>
<th>Lot Size</th>
<th>Square Footage</th>
<th>If breaking ground, have you filled out DCE?</th>
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**Attached Documents**

- Lane-ride, Bend Redmond & Madras-Redmond Routes
- CET Fare Schedule
- CTD Oregon Intercity Analysis
- 2018 Human Services Coordinated Plan
- Project Budget Breakdown
- Regional Master Transit Plan Service Plan
- City of Madras TSP

**Document Upload**

- Document 1
- Document 2
- Document 3
- Document 4
- Document 5
- Document 6
- Document 7
- Document 8
C.A.C. TRANSPORTATION INC.
Central Oregon Breeze BUS

Application Questions

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.Obreke@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.)
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, but 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.”

PURCHASE OF NEW BUS(ES) TO SUPPORT EXISTING INTERCITY SERVICES AND POSSIBLY EXPAND SERVICES TO INCLUDE OTHER AREAS/COMMUNITIES. We would like to explore the expansion of connections/service from the Bend Central Oregon to Prineville through Southern Willamette Valleys (OSU) via the Old Country Road and via Highway 20 through Roseburg and via Highway 187 and Highway 97 with connections to/from Prineville. This North Central area of the state is clearly an underserved population with need for connection to service not immediately available in their area.

We would like to purchase a New 32 Passenger (or larger) Bus. The bus would be Heavy or Medium Duty equipment with a lift, 2 handicap accessibility stations, and a total of at least 32 passengers with rear and/or under carriage luggage. This equipment would help to expand seating and services provided by the Breeze and allow us to avoid leasing larger equipment during peak travel times. The most recent Medium Duty 28 Passenger Bus acquired via grants in 2017/18 replaced 3 older pieces of equipment (1997, and 2 2004 25 passenger buses) which had ODOTs last used their useful life cycle. The 28 Passenger International bus Cost approximately $170,000 to bring into service. We are seeking $185,000 to procure a similar piece of equipment this Grant Cycle.

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

See guidance for exemptions to this requirement.

We are working closely with Central Oregon Intergovernmental Counsel and Cascade East Transit to include new connections in the Bend and Redmond areas transit hubs. As of FEB. 2019 Central Oregon Breeze regular route will include the CET Redmond Area Transit Hub to and from the Portland area. At the time of writing this grant application we have already advertised and accepted reservation for this stop.

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

Enter an amount in dollars.

$170000

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 (FT Intercommunity 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 CENTRAL OREGON BREEZE HAS PROVIDED NEEDED INTERCITY TRANSPORTATION TO THE COMMUNITIES OF BEND, REDMOND, TERREBONNE, MADRAS, WARM SPRINGS, GOVERNMENT CAMP, WELCHE, SANDY, GRESHAM AND THE PORTLAND AIRPORT AND DOWNTOWN UNION STATION AMTRAK FOR OVER 25 YEARS. MANY OF OUR PASSENGERS DO NOT HAVE OTHER REALISTIC TRANSPORTATION OPTIONS BEYOND BREEZE’S DAILY ROUTE OPTIONS THAN THE CENTRAL OREGON AND THE PORTLAND AREA. THE CENTRAL OREGON BREEZE IS ONE OF THE “ONLY” SERVICES PROVIDING UNATTENDED MINORS WITH TRANSPORTATION OPTIONS FOR TRAVEL BETWEEN FAMILIES IN THE CENTRAL OREGON AND PORTLAND AREAS, OR TO AND FROM SCHOOLS. WE ALSO HAVE A LARGE PORTION OF OUR CUSTOMER BASE THAT REQUIRE ADDITIONAL ASSISTANCE/SERVICE FROM HELP WITH BAGS, STEPS, LIFTS, COMMUNICATION OR DIRECTION THAT WE HAVE ALWAYS ASSISTED OUR PASSENGERS WITH.

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 BREEZE HAS ALWAYS MADE CONNECTION WITH THE REDMOND AIRPORT, PORTLAND AIRPORT, TRIMET, BEND AREA TRANSIT, CASCADE EAST TRANSIT, PEOPLE MOVER, AMTRAK, S.A.M., C-TRAN, AND OTHER SERVICES/CONNECTIONS THROUGHOUT THE STATE.

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.

25 PLUS YEARS OF EXISTING SERVICES BETWEEN CENTRAL OREGON AND THE PORTLAND AREA PROVIDED BY THE BREEZE HAS BEEN AN INTEGRAL PART OF THE EXISTING SYSTEM WHICH HAS LITERALLY GROWN UP AROUND OUR SERVICE. WE MAKE CONNECTIONS WITH AT LEAST A DOZEN OTHER TRANSPORTATION SERVICES/SYSTEMS. WE ARE INTEGRATED INTO GOOGLE TRANSIT AND SHOULD STILL BE IN BING AS WELL. THE BREEZE OPERATES FOR 362 DAYS A YEAR DESPITE MOUNTAIN PASSUES, WEATHER, OR TRAFFIC ISSUES.

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.

The current transportation service provided by the Central Oregon Breeze for over 25 years has created a customer base, in the Hundreds of Thousands, which has thrived on our long term commitment, consistency, reliability, and accessibility. Every year for the past 10+ years we have provided daily service between Central Oregon and the Portland area to the quantifiable measure of over 2 million passenger road miles per year. In the 25 plus years of service we have provided transportation in Central Oregon we have easily surpassed more than 40 Million reliable passenger miles traveled. Our customers are dedicated to our service as much as we are to our community. We have a well established reputation based on reliability, customer service and accessibility. We have at this time funds available for matching the capital grant to purchase a new 25-30 passenger bus to back-up and expand passenger service along side the our 2017-2018 Grant Bus. The economic savings of a New Bus, over having to lease equipment or maintain older equipment to meet passenger volume/needs during peak travel time allows the bus to pay for itself in less that 2 years.

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.

Not at this time.

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.

When passengers travel the one-way distance between Central Oregon and the Portland Area on the Breeze bus you are eliminating approximately 170 miles that would have other wise been driven by the individual passenger in their own vehicle just one-way. For passengers that do not have their own transportation option and are relying on family or friends to come and pick them up, that may mean a total of 340 miles for that one way passenger trip on the bus. Between 2017 and 2018 the Central Oregon Breeze provided more than 26,000 passenger trips; at a conservative average of 140 mile per trip that totals over 3.6 Million Passenger Road Miles or that past 2 years. If you accept the estimated average U.S. light duty vehicle gets approximately 22 miles to the gallon, then that mean the Central Oregon Breeze saves approximately 83,000 gallons of just Fossil Fuels every year, from passengers that chose to ride the Breeze.
25. Describe how the project increases use and participation in active transportation, including public transportation.

Customers that travel with the Central Oregon Breeze have multiple opportunities to connect with other transit services and, having chosen to leave their cars at home, are clearly motivated to utilize these other transit services, or alternatives like ride sharing, walking or other conveyances like biking (as the Central Oregon Breeze now offers a Bicycle Rack on the Front of our newest Vehicle); another New Bus would also include the options of a Bicycle Rack as well as being other possible Accessibility features.

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

Newer updated equipment, over leased or older past-useful life equipment, means for an obvious improvement. At this time the Central Oregon Breeze/C.A.C. Transportation Inc. operates on the regular route one, new, 2018 International Starcraft Bus, one 1999 Ford F-450 Krystal Bus, and one 2005 Freightliner Champion- or we have to lease/charter vehicles to help cover the routes. By including a NEW 2019 Bus dedicated to the regular route, with greater seating than older equipment, we would be better able to handle high traffic days, have more ADA accessibility for potential walk-ons or last minute changes by either passengers or mechanical/maintenance issues. All in all, obviously, new equipment will have better safety feature (e.g. 3 point restraints as apposed to simple lap belts, etc.) than the older past useful life equipment we would like to at least mothball.

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.

### Project Category and Fund Source

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<thead>
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<td>$ 0</td>
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### Project Totals and Match Rate

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<th>Fund Source</th>
<th>Total Project Amount (Grant + Match Amount)</th>
<th>Grant Amount</th>
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### Vehicle Purchase

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<th>Vehicle Category</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
<th>seats</th>
<th>ADA Stations</th>
<th>Seats w/ADA Stations Deployed</th>
<th>Fuel Type</th>
<th>Estimated Order Date</th>
<th>Estimated Delivery Date</th>
<th>Mileage</th>
<th>Date of Reading</th>
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### Vehicle Replacement Information

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<th>Vehicle Mileage</th>
<th>Disposal Type</th>
<th>Vehicle Condition</th>
<th>Vehicle Maintenance History</th>
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<td>#</td>
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<td>Good/Adequate/Marginal/Poor</td>
<td>Also include Right-sizing justification if applicable.</td>
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<td>Good/Adequate/Marginal/Poor</td>
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<td>Sale/Donate/Salvage</td>
<td>Good/Adequate/Marginal/Poor</td>
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<td>Sale/Donate/Salvage</td>
<td>Good/Adequate/Marginal/Poor</td>
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<td>Sale/Donate/Salvage</td>
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### Equipment, Bus Stop Amenities, and Other Assets

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<th>Equipment, Signs, Shelters, Facilities, Land</th>
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<th>Model Number</th>
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<th>Expected Order Date</th>
<th>Expected Delivery Item Date Location</th>
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<th>Square Footage</th>
<th>If breaking ground, have you filled out DCE?</th>
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<td>e</td>
<td>If Applicable</td>
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</table>

**Documents Requested**

| Document 1 |
| Document 2 |
| Document 3 |
| Document 4 |
| Document 5 |
| Document 6 |
| Document 7 |
| Document 8 |
| Document 9 |
| Document 10 |

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

Project Contact
Andrea Breault
abreault@coic.org
Tel: 541 699 4094

Additional Contacts
dorr@coic.org

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

2/1/2019 deadline

Central Oregon Intergovernmental Council

1250 NE Bear Creek Road
Bend, OR 97701
United States

Executive Director
Tammy Baney
tbaney@coic.org

Central Oregon Intergovernmental Council

Telephone 541 699 4094
Fax

Web  https://coic2.org/
EIN  930620261
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
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 indoor and outside seating areas, indoor rest rooms, and restrooms at center are to be made more convenient and safer than before. COIC employees staff at Hawthorne Station. They are trained 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 = 15%, 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.

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-twentieth 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 government leaders 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.

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,
- 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

---

### Budget and Project Tables

#### Project Category and Fund Source

<table>
<thead>
<tr>
<th>Project Category</th>
<th>Project Cost</th>
<th>Other Fund Source (Federal)</th>
<th>Other Fund Source (State)</th>
<th>Other Fund Source (Local)</th>
<th>Other Fund Source (Other)</th>
<th>Project Category Totals</th>
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<tbody>
<tr>
<td>Vehicle Purchase</td>
<td>$ 124,850</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$ 124,850</td>
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<tr>
<td>Facility Purchase</td>
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<td>$</td>
<td>$</td>
<td>$</td>
<td>$</td>
<td>$ 124,850</td>
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<tr>
<td>Signs/Shelters Purchase</td>
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<td>$</td>
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<td>$</td>
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<tr>
<td>Mobility Management</td>
<td>$</td>
<td>$</td>
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<td>$</td>
<td>$</td>
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<tr>
<td>Total</td>
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#### Project Totals and Match Rate

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<tr>
<th>Fund Source</th>
<th>Total Project Cost</th>
<th>Match Rate</th>
<th>Match Amount</th>
<th>Grant Amount</th>
<th>Match Sources</th>
<th>Overmatch Amount</th>
<th>Match Funding is available if project is awarded?</th>
<th>Date match available</th>
<th>% of Funds used for Fixed Route Transportation</th>
<th>% of Funds used for Demand Response Transportation</th>
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<tbody>
<tr>
<td>STIF Discretionary - All Project Categories (20% Match)</td>
<td>$ 124,850</td>
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<td>12,485</td>
<td>$ 12,485</td>
<td>Local Contributions Text</td>
<td>$ Yes/No</td>
<td>07/01/2019</td>
<td>100%</td>
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<td>10%</td>
<td>12,485</td>
<td>$ 12,485</td>
<td>Local Contributions Text</td>
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<td>07/01/2019</td>
<td>100%</td>
<td>100%</td>
<td></td>
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<tr>
<td>5311 (f) Inter city - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)</td>
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<td>20%</td>
<td>24,970</td>
<td>$ 24,970</td>
<td>Local Contributions Text</td>
<td>$ Yes/No</td>
<td>07/01/2019</td>
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### Vehicle Purchase

<table>
<thead>
<tr>
<th>Vehicle Purchase</th>
<th>Vehicle Purchase Type</th>
<th>VIN of vehicle being replaced</th>
<th>Make Model</th>
<th>Vehicle Category</th>
<th>Quantity</th>
<th>Unit Cost</th>
<th>Total Cost</th>
<th>Seats</th>
<th>ADA Stations</th>
<th>Seats w/ADA Stations Deployed</th>
<th>Fuel Type</th>
<th>Estimated Order Date</th>
<th>Estimated Delivery Date</th>
<th>Mileage</th>
<th>Date of Reading</th>
<th>Seller</th>
<th>Vehicle Condition</th>
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### Vehicle Replacement Information

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

### Equipment, Bus Stop Amenities, and Other Assets

<table>
<thead>
<tr>
<th>Equipment, Signs, Shelters, Facilities, Land</th>
<th>Item Description</th>
<th>Model Number</th>
<th>Quantity</th>
<th>Estimated Unit Cost</th>
<th>Total Cost</th>
<th>Expected Order Date</th>
<th>Expected Delivery Item Date</th>
<th>Location</th>
<th>Lot Size</th>
<th>Square Footage</th>
<th>If breaking ground, have you filled out DCE?</th>
</tr>
</thead>
<tbody>
<tr>
<td>Row 1</td>
<td>Text</td>
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<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>e If Applicable</td>
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<tr>
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<td>#</td>
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<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>xx/xx/xxxx</td>
<td>e If Applicable</td>
</tr>
<tr>
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<td>xx/xx/xxxx</td>
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<td>xx/xx/xxxx</td>
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<td>xx/xx/xxxx</td>
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<td>xx/xx/xxxx</td>
<td>e If Applicable</td>
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<tr>
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<td>e If Applicable</td>
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</tbody>
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