



TO: Yamhill County Board of Commissioners

FROM: Cynthia Thompson, Transit Manager

Cc: Ken Huffer, Carolina Rook, Carolina Rook
Tonya Manley

DATE: March 29, 2024

Re: Board of Commissioners Action Items
Grant applications

**Action Items for
Yamhill County Board of Commissioners
April 4, 2024**

#1 Project Description:

Approve the submittal of two grant applications for discretionary funds for four (4) replacement vehicles (vans) and operating funds for demand response services for older adults and people with disabilities. Total project cost for vehicles is \$843,863 including match and total project cost for operating is \$377,600 including match.

1 Board Action:

YCT submitted two grant applications through ODOT's OPTIS system on March 12, 2024. YCT manager was not able to schedule this BOC action prior to March 12, 2024, the application deadline. YCT staff recommends approval by the BOC for submittal of these grants to replace buses and to augment demand response services.

1 Background Info:

Vehicle Replacement Project:

Yamhill County Transit's top priority is to ensure the fleet is in a state of good repair going from over 65 % of the fleet far beyond useful life to 16%. The next phase of improvements is to complete the YCT fleet transition plan and determine the best possible low and no emission fleet options. The plan is expected to be complete by fall of 2024. Yet it is critical that YCT continue to replace aging vehicles beyond their useful life. Four 12 passenger Arboc vehicles in the YCT fleet need to be replaced to continue to serve the community with quality demand response services. These services are at capacity and the demand is growing. (a copy of the grant Attachment A)



Demand Response Operating Project:

Implement a shopping/medical shuttle designed to meet the needs of older adults and people with disabilities in Yamhill County. A more direct service for seniors and people with disabilities to the store, the bank, and to pick up prescriptions is a high priority based on data from Yamhill County Dept. of Human services and from YCT current riders. The hourly rate from YCT's service provider is increasing by at least 15% in 2025/26. There are three STIF projects focused on local shuttles and increased capacity for demand response to better serve this population. This grant will augment STIF funding to ensure YCT is able to fully implement these projects. *(copy of grant application Attachment B)*

The funding for these projects is available for capital, operations, and planning projects. Pending Federal Transit Administration (FTA) approval, the grant agreement period for planning, operations, mobility management, and purchased service projects is from October 1, 2024, to September 30, 2026. The grant agreement period for all other capital projects, including rolling stock, is October 1, 2024, to September 30, 2028.

Funding for these projects is available from the following federal grant programs:

- Statewide Transportation Planning Grant Program (Federal Transit Administration (FTA) Section 5304)
- Enhanced Mobility of Seniors and Individuals with Disabilities (FTA Section 5310)
- Buses and Bus Facilities Program (FTA Section 5339)
- Vehicle Replacement Program (Surface Transportation Block Grant Bus Replacement)

There is an estimated \$16.9 million available for the Mid-Cycle Discretionary Grant solicitation.

ODOT will determine which funding source (5310, 5311, 5339) will be used for the projects YCT submitted. STIF funds will provide the match funding for these projects.

5310 Operating Project – Demand Response Services

Total Project Budget:	\$377,600.00
Local Match:	\$75,520.00
Total Grant Funds:	\$302,080.00

Vehicle Replacement Project – (4) Vans

Total Project Budget:	\$843,868.00
Total Match:	\$86,665.00
Total Grant Funds:	\$757,203.00



Staff recommends Board approval of the submittal of these two applications to the Oregon Department of Transportation on March 12, 2024 for operating and capital funds totaling \$1,059,283.00 (not including match). If the Board decides not to approve, YCT staff will request withdrawal of the applications.

Accepted by Yamhill County
Board of Commissioners on
4/4/24 by Board Order
24-101

Discretionary Application
(Prod)

Notice #: D-24-VR [↗](#)

Yamhill County

Applicant	Number:	P-23-0660
Yamhill County 535 NE 5th Street McMinnville, OR 97128	Date:	02/22/2024
D-U-N-S Number: 062787684	Notice #:	D-24-VR ↗
FEIN: 936002318	Closing Date/Time:	03/12/2024 5:30 PM
Provider Type: County	Planned Agreement Start:	10/01/2024
Authorized Representative (Person signing Grant Agreement):	Planned Agreement End:	09/30/2028
Contact: Ken Huffer		
Title:		
Phone: 1 (503) 434-7501		
Email: hufferk@yamhillcounty.gov		
Application Contact:		
Contact: Cynthia Thompson		
Title:		
Phone: 1 (503) 474-4910		
Email: thompsonc@yamhillcounty.gov		

Comments: YCT Transportation and Human Services Coordinated Plan and Title VI Civil Rights Plan are available upon request.
YCT can provide a copy of the Transit Development Plan with Fleet Replacement Plan
I didn't see a way to attach files to this grant application.

B.D. 24-101
Exhibit A

Risk Assessment

1. Did your agency have any turnover of management or financial staff in the last two years?	No
2. 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
3. What type of accounting system does your agency use?	Automated
4. Does your agency have a system in place that will account for 100 percent of each employee's time?	Yes
5. Did your staff members attend required trainings and meetings during prior grant award cycles?	Yes
6. Was your agency audited by the Federal government in the past two years?	No
7. If yes, did the audit result in one or more audit findings?	No
8. If you did have an audit finding, explain any repeat findings, if applicable.	None
9. Is the Public Transportation Division currently conducting a forensic audit of your agency?	No
10. Did your agency stay on budget in the past two years?	Yes

Fund Sources

11. Are you applying for Section 5307 funds?	No
12. If you are applying for Section 5307 funding, check to acknowledge the following:	
13. Are you applying for Section 5310 funds?	Yes
14. If you are applying for Section 5310 funding, check to acknowledge the following:	Yes
15. Are you applying for Section 5311 funds?	Yes
16. If you are applying for Section 5311 funding, check to acknowledge the following:	Yes

Delegation of Administration

17. Will applicant delegate the administration of the grant to a separate agency?	No
18. If yes, provide Agency Name	

19. Project Title YCT Replacement Buses
20. Project Description Purchase four (4) Category E-1 buses (4-year/100,000 miles) to replace buses that have exceeded their useful life.
21. Task Level Deliverables Conduct procurement utilizing the State of Oregon bid system for four replacement vehicles. Tasks include the Request for Quote process and selection and approval of qualified vendor, purchasing the vehicle, delivery and inspection of the vehicle, and placing the vehicle into service
22. Project timeline milestones Grant recipients announced September 2024 Grant agreement from ODOT executed: November 29, 2024 Procurement process for the vehicle purchase is complete: March 7, 2025 Vendor selected and approved by YCT Board of Directors: March 28, 2025 Purchase Orders complete and buses ordered: April 18,2025

Buses manufactured (4) four Category E-1 vans (4 year/100,000 miles) January 16, 2026 Vehicles delivered and post delivery audit (Cat E-1 vehicle: February 6, 2026. Category E-1 vans placed into service March 9, 2026.	
23. Indicate the type of service area for the proposed project (Rural, Small Urban or Large Urban) to determine funding eligibility.	Rural

Project service type

24. What is the main type of service that will be supported with this grant?	Demand Response
25. If you selected "Other," please describe.	
26. Expected number of unlinked passenger trips in first year of project	7670
27. Expected number of unlinked passenger trips in second year of project	13140

Project Delivery

28. How will you deliver the proposed project? Select all that apply. Contractor or consultant	
29. If you selected "Contractor(s) or consultant(s)," please list names of contractor(s) or consultant(s), if known.	TransDev
30. If you selected "Other," please describe.	
31. Which delivery approach best describes the proposed project?	Single Task

Project Scalability

32. What is the estimated total cost to complete this project? Include the total request in this application plus all additional expenditures required to complete the project.	\$843,868
33. Describe how your project could be scaled down to receive a smaller amount of money than your desired request. If your project cannot be scaled down, write N/A. Purchase two vehicles instead of four- Two vehicles cost: \$421,934 including match	
34. If actual costs exceed the budgeted amount for the project, describe your contingency plans. Example may include but are not limited to eliminate add-ons, provide additional local funds, or cancel the project. Provide additional local County general funds or State Transportation Improvement Fund (STIF) funding for match	
35. What is the minimum award amount (grant share only, not including match) that will still allow your project to proceed?	\$378,601

Community Benefit (5307 - 10%, 5310 - 50%, 5311 - 10%)

36. Describe the need this project addresses. Please provide information to support these statements. Yamhill County Transit's top priority is to ensure the fleet is in a state of good repair going from over 65 % of the fleet far beyond useful life to 16%. The next phase of improvements is to complete the YCT fleet transition plan and determine the best possible low and no emission fleet options. The plan is expected to be complete by fall of 2024. Yet it is critical that YCT continue to replace aging vehicles beyond their useful life. Four 12 passenger Arboc vehicles in the YCT fleet need to be replaced to continue to serve the community with quality demand response services. These services are at capacity and the demand is growing. If the timing could work and the transition plan is adopted identifying the best alternative fuel option and it is possible to purchase electric vehicles that meet the need within the grant parameters, YCT would be very interested in pursuing this option. It was not possible to have this information in time for this grant application.	
37. Describe how your agency determined this need existed, including any community engagement you conducted. YCT offers continuous opportunities for the public to be involved in proposed transportation decisions, such as fleet transition plans, service design changes, new services, fare changes, and changes of	

service policy. The primary mechanism for the public to participate is to attend the quarterly meetings of the Yamhill County Transit Advisory Committee which also serves as the STIF Advisory committee. All meetings are at wheelchair accessible locations. All meetings are advertised in the local paper and on the Yamhill County and YCT websites. YCT's service provider TransDev maintains a Facebook page for riders that include updates regarding public meetings and service-related updates. YCT conducts outreach to residents and riders through community events. Collateral materials are translated into Spanish. The Human Services and Transportation Coordinated Plan is complete and included several focus groups, public meetings, and opportunities for public input.

38. Describe the expected benefits from this project. If you are applying for Section 5310 funding, be sure to include how will this project benefit seniors and people with disabilities.

The replacement vehicles proposed will be low floor, ramp access nine passenger vans. These vehicles are easy to access by people of all ages and are ideal for older adults and people with disabilities. The vehicles allow YCT to provide services that directly benefit older adults and people with disabilities to help them remain as independent as possible by allowing them to not rely on others for transportation, shopping, meals, etc. It also assists in supporting those individuals with any possible social isolation and loneliness that they are experiencing by allowing them to attend community events, be in the great community for shopping and service appointments and helping them with age related concerns. There is also the possibility for increased intergenerational connections and supports which benefits all those in our community.

39. If this project did not receive funding from this solicitation, what are the expected impacts? If you are applying for Section 5310 funding, be sure to include how it would impact seniors and people with disabilities.

The vehicles being replaced will need to continue in service far beyond their useful life and maintenance costs will increase. This directly impacts the customer experience and increases safety issues for staff and riders.

Exceeds Useful Life Standards (10%)

40. Provide the current mileage, current years of service and current condition for each vehicle you intend to replace or right-size.

1701 - V001728 - 1FDRS9PM8HKB18212 - 118,466 - 7 yrs service-adequate
 1702 - V001737 - 1FDRS9PM1HKB18228 - 117,889 - 7 yrs service -adequate
 1703 - V001738 - 1FDRS9PM1HKB18210 - 124,969 - 7 yrs service-adequate
 1704 - V001739 - 1FDRS9PM7HKB18217 - 109,151 - 7 yrs service-adequate

41. Provide the expected mileage, expected years of service and expected condition for each vehicle you intend to replace or right-size at the time of procurement.

1701 - 152,466 - 9 yrs service - poor
 1702 - 151,474 - 9 yrs service - poor
 1703 - 160,675 - 9 yrs service - poor
 1704 - 140,337 - 9 yrs service - poor

Equity (10%)

42. What are the specific geographic boundaries of your transit service area? If you have a shapefile of your transit service area, please save it as a .zip file and attach it to your application in Attachments page in the Project Details section.

A shapefile is attached for YCT district boundary although this project will be focused in McMinnville a community of approximately 34,666 residents.

43. Did your agency engage or does your agency plan to engage members of disadvantaged communities or their representatives in the development of this project?

Yes

44. If you answered "Yes," to the previous question, please explain the engagement that you conducted or plan to conduct.

YCT conducted outreach to disadvantaged communities when developing the Transit Development Plan adopted in 2018. Most recently, in 2023 as part of updating the Transportation and Human Services Coordinated Plan and the YCT Title VI Civil Rights plan YCT engaged these communities through focus groups, surveys, meetings and written communication.

<p>45. How will disadvantaged communities benefit from this project? Yamhill County has a high percentage (36%) of low-income population (or households) within 200% of the poverty threshold. In the YCT service area 14% are in poverty and 15% live with a disability and 15% are over 65. A quality fleet with vehicles in state of good repair support all YCT services to the most vulnerable populations. YCT services provide access to these populations and others increasing access to jobs, and vital life sustaining services. A copy of the Coordinated Plan is attached.</p>
<p>46. How will disadvantaged communities be burdened by this project? A potential burden may be when fares are implemented in the next 6 to 9 months. Yet YCT plans to create an equitable fare structure and ensure there are several options for disadvantaged communities to ensure they have access to the transportation services they need.</p>

Climate mitigation (5307 – 50%, 5310 – 10%, 5311 – 40%)

Note: Questions 47-53 will be used to determine project eligibility. Answer if you are applying for funding for one or more standard fuel vehicles (i.e., diesel or gasoline). Otherwise, skip to question 54.

<p>47. Does the proposed project include the acquisition of one or more standard fuel vehicles (i.e., diesel or gasoline)?</p>	Yes
<p>48. If you answered "Yes," to question 47, did your agency consider a low- or no-emission vehicle instead (i.e., battery electric, fuel cell electric, diesel-electric hybrid, gas-electric hybrid, natural gas, propane or other alternative fuel)?</p>	Yes
<p>49. If you answered "Yes," to question 48, what kind of low- or no-emission vehicle(s) did you consider? Select all the apply. Battery electric vehicle</p>	
<p>50. If you selected "Other," for question 49, please specify.</p>	
<p>51. If you are applying for funding for a standard fuel vehicle, why does your agency believe that a low- or no-emission fuel vehicle is not a practical option currently? Select all that apply. Infrastructure needs, Other (please specify)</p>	
<p>52. For question 51, if you selected "Other," please specify. YCT is in the process of completing Fleet Transition Plan and once completed plans to purchase low- or no-emission fuel vehicles. If the YCT transition plan is adopted in time and the procurement for these vehicles can include battery electric as an option, YCT will pursue this option.</p>	
<p>53. If your agency is applying for the purchase of a standard fuel vehicle, describe the efforts your agency made to determine that an alternative fuel vehicle is not a practical option currently. It could be practical for this service in McMinnville, the only reason YCT is not asking for an alternative fuel vehicles is because the fleet transition plan is not complete so a decision has not been made by the governing body regarding the best alt fuel option.</p>	
<p>54. Does the proposed project include the acquisition of one or more zero-emission vehicles (i.e., battery electric or fuel cell electric)?</p>	No
<p>55. If your agency is applying for funding to purchase one or more electric vehicles, indicate the power source for charging the vehicle.</p>	Not applicable
<p>56. Indicate the make, model and propulsion type of each vehicle that your agency will replace if awarded funding. If awarded your full request, how many vehicles by category and propulsion type will be replaced? 1701 - 2017 Ford Arboc gas 1702 - 2017 Ford Arboc gas 1703 - 2017 Ford Arboc gas 1704 - 2017 Ford Arboc gas 4 Cat E-1 gas propulsion will be replaced</p>	

57. Estimate the number of expected annual passenger rides (i.e., one-way passenger rides) in the first year of service for each vehicle.
 Since this is a vehicle procurement project, the estimated rides related to the replacement vehicles will begin March 2026. The first 12 months of service one-way passenger rides are estimated to be 13,140.

58. For each vehicle you intend to acquire if awarded funding, estimate the annual total miles each vehicle will be driven (i.e., annual vehicle miles travelled) or write "N/A."
 Vehicle 1: 18,635
 Vehicle 2: 18,513
 Vehicle 3: 19,637
 Vehicle 4: 17,152

59. Indicate the category of vehicle and propulsion type your agency intends to procure if awarded funding. If applying for more than one vehicle, indicate the category and propulsion type for each vehicle you intend to procure.
 Four (4) Category E-1 gasoline Braun Ability ProMaster 3500 Vans

Readiness to proceed (10%)

60. Will your agency be able to complete the project within the funding period?	Yes
61. Describe why this project is realistic and implementation can be successfully completed on budget and within the grant agreement period. YCT has the staffing, resources and ability to complete this project on time and within budget during the grant period. The only caveat is if the something happens in the bus manufacturing realm that is out of our control that delays production of the vehicles. Ensuring there is a quality fleet in a state of good repair is a high priority for YCT and considerable time and attention went into the development of the TDP which includes a fleet replacement plan. Since the pandemic and the changes taking place in the bus industry particularly for small to mid-size vehicles there is uncertainty. This application added three months to the turnaround time outlined in the State bid system and adjusted cost estimates by 15% to address potential changes in the market.	

Requested (Summary)

Total Project Budget: \$843,868.00

Local Match: \$86,665.00

Total Grant: \$757,203.00

Project Details				
Number	Type	Sub Type	Status	Total
P-23-0660-01 	Capital Asset	Vehicle Replacement	Complete 	\$843,868.00

Create: Cynthia Thompson

Date: 03/12/2024

Issue: Cynthia Thompson

Date: 03/12/2024

Control # 10210562

Discretionary Application
(Prod)

Notice #: D-24-5310 [↗](#)

Yamhill County



Applicant	Number:	P-23-0701
Yamhill County 535 NE 5th Street McMinnville, OR 97128	Date:	03/08/2024
D-U-N-S Number: 062787684	Notice #:	D-24-5310 ↗
FEIN: 936002318	Closing Date/Time:	03/12/2024 4:30 PM
Provider Type: County	Planned Agreement Start:	10/01/2024
Authorized Representative (Person signing Grant Agreement):	Planned Agreement End:	09/30/2026

Contact: Ken Huffer

Title:

Phone: 1 (503) 434-7501

Email: hufferk@yamhillcounty.gov

Application Contact:

Contact: Cynthia Thompson

Title:

Phone: 1 (503) 474-4910

Email: thompsonc@yamhillcounty.gov



Comments: YCT's Coordinated Plan, Title VI plan, and Shape File are attached on form P-23-0701-01



Risk Assessment

1. Did your agency have any turnover of management or financial staff in the last two years?	No
2. 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
3. What type of accounting system does your agency use?	Automated
4. Does your agency have a system in place that will account for 100 percent of each employee's time?	Yes
5. Did your staff members attend required trainings and meetings during prior grant award cycles?	Yes
6. Was your agency audited by the Federal government in the past two years?	No
7. If yes, did the audit result in one or more audit findings?	No
8. If you did have an audit finding, explain any repeat findings, if applicable.	No findings
9. Is the Public Transportation Division currently conducting a forensic audit of your agency?	No
10. Did your agency stay on budget in the past two years?	Yes

Flood Zones

11. Are any FTA-funded buildings that your transit agency owns located in a flood zone?	No
12. If yes, do you have flood insurance?	No

Delegation of Administration

13. Will applicant delegate the administration of the grant to a separate agency?	No
14. If yes, provide agency name.	

15. Project Title Local community shopping/medical shuttle
16. Project Description Implement a shopping/medical shuttle designed to meet the needs of older adults and people with disabilities in Yamhill County. A more direct service for seniors and people with disabilities to the store, the bank, and to pick up prescriptions is a high priority based on data from Yamhill County Dept. of Human services and from YCT current riders. The hourly rate from YCT's service provider is increasing by at least 15% in 2025/26. There are three STIF projects focused on local shuttles and increased capacity for demand response to better serve this population. This grant will augment STIF funding to ensure YCT is able to fully implement these projects.
17. Task level deliverables 1.) Planning and coordination and stakeholder and rider input. 2.) Develop shuttle and DAR expansion plan. 3.) TransDev prepares operator related materials/schedules etc. 4.) Prepare and implement customer information plan for this project. 5.) Service begins with 40 hours/week.
18. Project timeline milestones 1.) Grant recipients approved July 2024 2.) Planning Phase Complete Oct 25, 2024 3.) Service design plan complete Nov 15, 2024 4.) TransDev Operations activities- operator materials/schedules complete Dec 13, 2024 5.) Customer Information Plan and Implementation complete December 29, 2024 5.) Service Starts January 6, 2025.

Project Service Area

19. Indicate the type of service area for the proposed project (Rural, Small Urban or Large Urban) to determine funding eligibility.	Rural
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Project Service Type

20. What is the main type of service that will be supported with this grant?	Demand Response
21. If you selected "Other," please describe. Demand response yet more of a subscription type of Dial-A-Ride with specific stops at the grocery store, bank, store for prescriptions etc. designed to meet the needs of those riding that particular day and trip.	
22. Days of service Monday, Tuesday, Wednesday, Thursday, Friday	
23. Hours of operation – start time	8:00 AM
24. Hours of operation – end time	5:00 PM
25. Expected number of unlinked passenger trips in first year of project	5688
26. Expected number of unlinked passenger trips in first year of project	7542

Project Delivery

27. How will you deliver the proposed project (Select all that apply)? Contractor or consultant	
28. If you selected "Contractor(s) or consultant(s)," please list names of contractor(s) or consultant(s), if known.	TransDev
29. If you selected "Other," please describe:	
30. Which delivery approach best describes the proposed project?	Single Task
31. If project is part of a group of activities or tasks that are dependent on each other, provide details of related activities or projects. This funding will combine with STIF funding but the STIF funding is secure so if this 5310 project is not funded, the result will be less hours of service and possibly not implementing the shoppers/shuttle if there is not sufficient funding to provide at least 20 hours/week. By combining STIF and 5310 the goal is to provide 40 hours of shopper/shuttle/DAR expansion per week.	
32. If project includes multiple activities or tasks, which best describes the relation between activities or tasks?	
33. If activities or tasks are critical, how might the project be impacted if one or more activities or tasks aren't funded or receive partial funding?	n/a
34. If relevant, describe which activities or tasks are dependent on each other.	n/a

Project Scalability

35. What is the estimated total cost to complete this project? Include the total request in this application plus all additional expenditures required to complete the project.	\$377,600
36. Describe how your project could be scaled down to receive a smaller amount of money than your desired request. If your project cannot be scaled down, write N/A. 337,600 is the minimum and will ensure 40 hours/week of shopper/medical shuttle,	
37. If actual costs exceed the budgeted amount for the project, describe your contingency plans. Examples may include but are not limited to eliminate add-ons, provide additional local funds, or cancel the project. If actual costs exceed this amount YCT will reduce the number of hours or if local funds can be secured, YCT will secure local funding from agencies or the County	

38. What is the minimum award amount (grant share only, not including match) that will still allow your project to proceed?	\$303,000
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Coordinated Plan

39. Is the project derived from a Coordinated Plan? This is a requirement for eligibility.	Yes
40. Page number of Coordinated Plan on which project is referenced.	36-42
41. Coordinated Plan adoption date	03/28/2024
42. Describe how this project coordinates with other services to support the transportation needs of seniors and individuals with disabilities.	
<p>In Yamhill County the main transportation for seniors and those experiencing disability is a limited medical transport but there are specific eligibilities for these services that many don't qualify for. Currently only Medicaid recipients have this option and the limitations for this service are that the transportation is for medical appointments only.</p> <p>This means that there is a massive gap of services for those older adults and individuals experiencing a disability who have Medicare or private insurance. Another gap for those attempting to remain independent is the need for transportation to the stores, pharmacy, senior centers for meals/activities, the Aging and People with Disabilities office, the Social Security office, or other community events. Without appropriate, safe, comfortable, timely, direct, and assisted transportation these older adults are finding themselves isolated and in need of additional care from others.</p> <p>The Yamhill County Older Adult Health and Wellness Stakeholders group has identified these gaps and needs within the community (through surveys and meetings) and have communicated with other agencies and Yamhill County Transit about ways to support and fill in these gaps.</p> <p>Members/stakeholders include, the local CCO, Behavioral Health, Aging and People with Disabilities, local hospitals, primary care providers, non-profit agencies, caregiving agencies, long-term care facilities, senior centers, etc. A dedicated shopper/medical shuttle for older adults and those experiencing disabilities would make a massive difference in our community. This project would be encouraged and supported by all those within the stakeholder's group and likely many other agencies. YCT's Coordinated Plan and Title VI plan are attached</p>	

Community benefits (50%)

43. Describe the need this project addresses. Please provide information to support these statements.	
<p>This project will provide a more direct and specialized service for older adults and people with disabilities offering a shared ride service that transports them from their home to a grocery store, bank, and pharmacy and is designed more as a subscription trip.</p> <p>It will allow more time than a traditional demand response service so they can do their banking, pick up their prescriptions and get groceries in one trip. This project will support older adults and people with disabilities to access senior centers, and even medical appointments in a safe and timely fashion. Older adults with Medicare and no transportation do not have options for direct transportation to appointments and often need assistance getting in and out of the vehicles. Those with all other insurances don't have many transportations options to get to community events or needed stops such as the store. Older adult specific needs include a shorter distance from their homes to the bus stop, possible assistance getting in and out of the vehicle, help with bags, shorter wait times from drop off to pick up, door to door support, etc. We currently don't have signs, benches, or covers for the pickup locations which causes older adults to be hesitant to ride the public transportation, especially if they are new riders.</p> <p>As a community there are times when we have had to outreach to private citizens to support an older adult with driving them to social security appointments, the stores, or longer distance medical appointments and pay them out of flex funds, non-profit agency supports, etc. We have had to shop for some of the older adults in the community, assist with online ordering or mail in pharmacy options. These options are wonderful to have BUT have fostered a dependence on others at times and increased the social isolation and loneliness that older adults are already feeling.</p>	
44. Describe how your agency determined this need existed, including any community engagement you conducted.	
The Yamhill County Older Adult Health and Wellness Stakeholders group as well as Yamhill County	

<p>Transit has surveyed members and community members about gaps and needs and transportation was the number one identified need. Specific ideas to support that need included this request for a shopper/medical shuttle. Members/stakeholders include, the local CCO, Behavioral Health, Aging and People with Disabilities, local hospitals, primary care providers, non-profit agencies, caregiving agencies, long-term care facilities, senior centers, etc. The recent public outreach as part of YCT's Coordinated Plan and Title VI civil rights plan conducted outreach and engaged the community to determine goals for the future.</p>	
<p>45. How will this project benefit seniors and people with disabilities? Yamhill County has a high percentage (36%) of low-income population (or households) within 200% of the poverty threshold. In the service area 14% are in poverty and 15% live with a disability and 15% are over 65. This project will directly benefit older adults and those experiencing disabilities to help remain as independent as possible by allowing them to not rely on others for transportation, shopping, meals, etc. It will also assist in supporting those individuals with any possible social isolation and loneliness that they are experiencing by allowing them to attend community events, be in the great community for shopping and service appointments and helping them with age related concerns. There is also the possibility for increased intergenerational connections and supports which benefits all those in our community. The demand for dial-a-ride services continues to grow.</p>	
<p>46. If this project did not receive funding, how would this impact seniors and people with disabilities? Continue to have limited capacity on DAR as demand increases. Our older adults and people with disabilities would continue to remain socially isolated and lonely with a greater dependence on others and services that are not community based and expensive (such as online shopping, mail in medications/pharmacy, taxi or Lift...which we don't have many of). This project would have a massive positive impact on the older adults and all others in the community.</p>	
<p>47. For purchased service or operations projects only, what is the number of unduplicated individuals (seniors and individuals with disabilities) this project is expected to support during the grant period?</p>	3780
<p>48. For purchased service, operations, or mobility management projects only, what is the number of one-way rides this project expects to provide in the grant period?</p>	13230

Equity (20%)

<p>49. What is your transit service area? If you have a shapefile of your transit service area, please save it as a .zip file and attach it to your application in Attachments page in the Project Details section. This project will be in McMinnville which a community of approximately 34,666 people. Yamhill County is the jurisdictional boundary for Yamhill County Transit (YCT). YCT travels outside of the county with four commuter routes making connections in Tigard to TriMet/WES, and in Hillsboro to MAX and in Salem to Cherriots, and at Grand Ronde with Tillamook. A shapefile is attached.</p>	
<p>50. Did your agency already engage members of disadvantaged communities or their representatives in the development of this project?</p>	Yes
<p>51. If you answered "Yes," to the previous question, please explain the engagement that you conducted or plan to conduct. YCT conducted outreach to disadvantaged communities when developing the Transit Development Plan adopted in 2018. Most recently, in 2023 as part of updating the Transportation and Human Services Coordinated Plan and the YCT Title VI Civil Rights plan YCT engaged these communities through focus groups, surveys, meetings and written communication.</p>	
<p>52. How will disadvantaged communities benefit from this project? Disadvantaged communities are typically underserved and have limited options. An increase in service hours and additional service models will benefit older adults, people with disabilities, low income and other marginalized communities.</p>	
<p>53. How will disadvantaged communities be burdened by this project? A potential burden may be when fares are implemented in the next 6 to 9 months. Yet YCT plans to create an equitable fare structure and ensure there are several options for disadvantaged communities to ensure they have access to the transportation services they need.</p>	

Safety (Operations – 20%, All others – 10%)

54. Describe the safety improvements that will be funded by this project.
 This project will fund enhanced demand response services in our community. YCT's service provider TransDev provides driver training and the drivers are CDL certified, and YCT and TransDev seek to find continuing education opportunities focused on working with seniors and people with disabilities. YCT's fleet includes state of the art safety features such as mobile radios, surveillance camera's, lighting, and low floor ramp access vehicles to ensure a more comfortable, seamless, equitable and safe ride for our customers.
 TransDev standard operating procedures include safety policy, risk management, safety assurance and safety promotion. Safety is top priority in all TransDev training.

Climate mitigation (Mobility management, purchased service, and preventative maintenance – 10%, Operations – 0%)

55. Describe how this project will reduce greenhouse gas emissions through encouraging people to use less carbon intensive forms of transportation?
 This demand response project will facilitate increased ridesharing, enabling seniors and disabled individuals to share rides to common destinations rather than travel one at a time, thereby reducing the overall number of individual vehicle trips and lowering carbon emissions per passenger. This shuttle will increase transportation efficiency by utilizing YCT's AVL system and other features included in the Connexionz software by optimizing vehicle travel from origin to destination. The YCT customer information program and materials for this project will emphasize the positive impact on reducing carbon emissions when customers choose to share a ride rather than riding alone.

Readiness to proceed (10%)

56. Will your agency be able to complete the project within the funding period?	Yes
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57. Describe why this project is realistic and implementation can be successfully completed on budget and within the grant agreement period.
 This project is realistic and will be implemented on time and within budget during the grant period. This project does not require procuring a bus so the current fleet and staff are sufficient to implement and complete this project. The proposed project has been under consideration for several years and reviewed and approved by the Yamhill County Transit Advisory Committee and the Board of Directors as part of the 23-25 STIF Plan. The budget estimates are clear and based on the hourly rate of YCT's contractor and the number of service hours planned for this project. In addition, YCT continues to collaborate with local government agencies, community organizations, tribes, and transit users. This collaboration is the reason for this application. In conclusion, the project and its potential completion within budget and grant agreement timelines are a result of careful planning, experienced project leadership, community collaboration, and a commitment to transparency and accountability throughout the implementation process."

Requested (Summary)

Total Project Budget: \$377,600.00
Local Match: \$75,520.00
Total Grant: \$302,080.00

Project Details				
Number	Type	Sub Type	Status	Total
P-23-0701-01 	Non-Capital	Purchased Service	Complete 	\$337,600.00

Attachment B Grant Application for 5310 Operating Funds for Demand Response March 12, 2024

P-23-0701-02 	Non-Capital	Purchased Service	Complete 	\$40,000.00
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Create: Cynthia Thompson

Date: 03/12/2024

Issue: Cynthia Thompson

Date: 03/12/2024

B.O. 24-101
Exhibit A