



Tillamook County Transportation District

"Connecting the community through sustainable transit services"

Transportation Advisory Committee **Agenda**

Tuesday, January 19, 2021 @ 2:00pm

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1. Call to Order
2. Roll Call
3. Approval of Meeting Minutes of December 10, 2020 Minutes
4. OLD BUSINESS
 - a. Approve of the FY2021-23 STIF Plan
 - b. Approve FY2021-23 STIF Discretionary Projects
5. NEW BUSINESS
 - a. FY2021-23 STF Consolidated Application
 - b. FY2021-23 Section 5310 Consolidated Application
 - c. STF/STIF Consolidation Update
 - d. Future Meeting Date(s)
6. Other business
7. Adjournments



Meeting Minutes

1. Call to Order

GM Doug Pilant called the meeting to order at 2:02pm

2. Roll Call/Introductions

Present

Carol McAndrew, Senior Citizen Representative
Ron Rush, Marie Mills Center/Representative of Disabled Residents
Stacie Zuercher, NW Senior and Disabled Services
Chris Kell, Representative of Senior Citizens
Nick Torres, Veteran's Services Representative

Absent

Erin Skaar, CARE, Inc.
Robin Taylor, General Public
Jeff Hazen, SETD/Neighboring County Transit Service

TCTD Board

None

TCTD Staff

Doug Pilant, General Manager
Hailey Fields, Administrative Assistant

Guest

Russ Doubleday, Kittleson & Associates
Susan Wright, Kittleson & Associates

3. Election of Officers

Motion by Carol McAndrew to nominate Chris Kell Chairperson. *Motion Seconded* by Stacie Zuercher. Followed by the vote, Chris Kell accepted the position of Chairperson and took over the meeting.

MOTION PASSED

By Carol McAndrew, Ron Rush, Stacie Zuercher and Nick Torres.
Erin Skaar, Robin Taylor and Jeff Hanzen were absent.

Motion by Carol McAndrew to nominate Ron Rush as Vice Chairperson. *Motion Seconded* by Chris Kell. Followed by the vote, Ron Rush accepted the position of Vice Chairperson.

MOTION PASSED

By Carol McAndrew, Ron Rush, Stacie Zuercher and Nick Torres.
Erin Skaar, Robin Taylor and Jeff Hanzen were absent.

4. Approval of Minutes –

Motion by Ron Rush to approve the November 10, 2020 Workshop minutes. *Motion Seconded* by Carol McAndrew. Chairperson Chris Kell called for further discussion; followed by none, she called for the vote.

MOTION PASSED

By Carol McAndrew, Ron Rush, Stacie Zuercher and Nick Torres.
Erin Skaar, Robin Taylor and Jeff Hanzen were absent.

5. Old Business

a. Transportation Advisory Committee Bylaws

No action; Bylaws previously adopted by TCTD Board of Directors.

b. Rural Veteran's Health Transportation Grant

GM Doug Pilant shared that TCTD was awarded a Rural Veteran's Transportation grant to transport Tillamook County veterans to destinations such as Camp Rilea, Lincoln City and Salem. Brokerage Manager Cathy Bond will be reaching out to Nick Torres to plan the project implementation. Next week the Board of Directors will authorize the GM to execute the agreement. Expects the project to begin in January.

c. Statewide Transportation Program

GM Doug Pilant shared the statewide transit improvement fund set aside money for intercity transit with STIF discretionary monies. TCTD is obligated to consult with advisory committee. TCTD submitted 3 applications: 1) Tillamook to Portland; 2) Lincoln City to Salem; and 3) On behalf of NW OR Transit Alliance (NWOTA) plan and construct 3 bus stops in Warrenton, Pacific City, and Waldport.

Nick Torres asked if Veteran's could be transported to the VA Clinic in Newport? GM Doug Pilant reported that destination would be included.

6. New Business

a. Review Draft FY 2021-2023 STIF Plan –

The meeting was turned over to Kittleson & Associate's Susan Wright and Russ Doubleday who presented the FY 2021-23 STIF Plan details to the Committee. A copy of the Plan and presentation has been attached to the minutes.

GM Doug Pilant explained there was an opportunity to develop a more efficient service plan by reducing the number of trips to Oceanside and reallocate some of these trips to the Port of Tillamook Bay (POTB). He explained there are a lot of Dial-a-Ride trips being provided along Trask River Road and the POTB. These trips could be picked up by the new route and the remaining transit need could be accommodated with the existing dial-a-ride service that currently goes

out to Oceanside. This could result in a significant cost savings and be more efficient for Oceanside and POTB.

GM Doug Pilant explained the Plan must be adopted in January and has to be submitted to ODOT by February 1, 2020.

Questions/Comments/Concerns

Carol McAndrew shared that all reports looked good and agreed upon priority list. She asked if there was any thought to reduce fares for people who've been hit hard financially by COVID-19 such as expanding vouchers. GM Doug Pilant explained the District is conducting a fare policy analysis and have been discussing plans to reduce fares to the public and for students.

Stacie Zuercher said that since a couple of Committee members aren't present that we should wait until the next meeting to adopt the Plan. Carol McAndrew agreed with that statement.

b STF/Section 5310 Grant Solicitation(s) Schedule – Solicitations for applications are being advertised and are due January 15, 2021. The STF and Section 5310 applications are due late February or early March 2021. Doug expects applications from both Marie Mills Center and CARE.

c. Future Meeting Date – The Committee agreed to meet Tuesday, January 19, 2021 at 2:00pm.

7. Other Business/Public Comments

GM Doug Pilant – Thanked everyone for participating.

Stacie Zuercher– TCTD does a great job.

Carol McAndrew – Thank you Doug, you are always awesome.

8. Adjournment: Meeting adjourned at 3:05pm.

These minutes approved this ___ Day of _____ 2021.

ATTEST:

Chris Kell, Committee Chair

Doug Pilant, General Manager

MEMORANDUM

Date: January 13, 2021 Project #: 24415

To: Doug Pilent
Tillamook County Transportation District
3600 3rd Street, Suite A
Tillamook, OR 97141

From: Susan Wright, PE, PMP and Russ Doubleday

Project: TCTD STIF Plan FY 2021-23

Subject: STIF Goals and Project Priorities

The Tillamook County Transportation District (TCTD) has created a Statewide Transportation Improvement Fund (STIF) Plan to identify priorities for use of the STIF funds, consistent with TCTD's adopted plans, for the next several funding cycles. This memorandum outlines TCTD's mission and goals, recent accomplishments, community/rider input on priority service needs, potential future STIF projects, and costs and financing for these potential projects.

TILLAMOOK COUNTY TRANSIT DISTRICT'S MISSION AND GOALS

TCTD's mission is to "Connect Communities Through Sustainable Transit Services". This mission is pursued through numerous goals, as described in its adopted plans. A brief summary of TCTD's adopted plans and the goals outlined within them is provided below.

- Coordinated Transportation Plan (2016): TCTD has a goal to provide services to seniors, people with disabilities, and low-income people, as these people are often especially reliant on public transit to meet their needs. TCTD's Coordinated Transportation Plan describes the needs of this population in Tillamook County and details service, infrastructure, and coordination strategies to meet those needs.
- Long-Range Transit Development Plan (2016): TCTD's Transit Development Plan describes current transit operations, unmet needs, service alternatives, and a financial plan. It describes TCTD's vision of delivering innovative service and valuing accountability, safety, communication, and service excellence and outlines a 20-year plan to implement this vision.
- Connector Management Plan (2016): TCTD has a goal to improve intercity connection to, from, and within Tillamook County. The Connector Management Plan is the plan outlining improved intercity connections between five agencies in Oregon (TCTD, Sunset Empire Transportation District, Columbia County Rider, Lincoln County Transit, and Benton County Transportation) and

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includes strategies each of the five partners can pursue to improve connections. One of the primary purposes of the group is to market and brand each agencies' services as a single system called the NW Connector regional transit service. TCTD's involvement in is critical for the alliance and aids TCTD in the pursuit of its goal to improve intercity connections.

- Intercity Transit Enhancement Plan (2017): The Intercity Transit Enhancement Plan is a TCTD-specific document describing methods to work towards TCTD's goal to improve intercity connections to and from Tillamook County including Portland and Salem through strategies such as interlining with Amtrak and Greyhound to maximize interstate transit connections. It identifies opportunities to improve these connections using schedule modifications and service additions.

The goal of the STIF funding source is to improve or expand public transportation service in Oregon to expand job access, improve mobility, relieve congestion, and reduce greenhouse gas emissions around Oregon. TCTD's goals mirror these goals closely, as improving mobility and expanding job access are key aspects of providing services to seniors, people with disabilities, and low-income people and improving intercity connection to, from, and within Tillamook County. TCTD's concurrent goal of reducing fares to make transit more accessible to the Tillamook County community will also help the agency achieve its mobility and job access goals, will increase ridership and formula funds, and help meet the STIF funding goals, as well.

KEY ACCOMPLISHMENTS

The following highlights some of TCTD's key accomplishments over the past five years:

- Automated Scheduling and Dispatching
 - Scheduling and dispatching of dial-a-ride trips was automated through new dispatch software (Ecolane) and equipping all dial-a-ride vehicles with tablet. Together these allow for real-time dispatching. In addition, TCTD is in the process of implementing SMS texting notifications, real-time mobile app scheduling, and deviated fixed-route scheduling and dispatching. These programs will allow TCTD to manage deviations more efficiently and go paperless for ticketing.
- Pacific City Free Shuttle
 - Beginning in 2017, the Pacific City Free Shuttle operates on weekends in Pacific City between June 29th and September 1st. The Shuttle provides free transportation to and from destinations throughout Pacific City, including the County Boat Launch and Bob Straub Park. Service runs from 9:00 AM to 8:15 PM (Saturdays) or 6:00 PM (Sundays) with 45-minute headways.
- Coastal Connector Improvements
 - The Route 60X (Coastal Connector) had scheduling changes to provide riders with better intercity connections, including to Salem and connections to Cherriots, Greyhound, and Amtrak services, and to Newport and connections to Lincoln County Transit.
- Route 3 Service to Cannon Beach

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- TCTD increased service from Tillamook to Cannon Beach from 2 to 4 trips per day on Route 3 as of January 2018, adding time to the route and an additional stop at the North Coast Recreation District in Nehalem. These changes enhanced intercity connections and provide Tillamook County residents better access to jobs and services in Cannon Beach and Seaside.
- Website Improvements
 - The TCTD website has been moved to a joint website for all the NW Transit Alliance (NWOTA) providers. This site has been steadily improved over the last five years. In July 2020, website enhancements were incorporated using an STIF Intercommunity Grant. These enhancements include improved trip planning capabilities (using Open Trip Planner) and the ability for visitors to see what demand response services are available (using new GTFS-Flex data). TCTD continues to make updates to its website – these improvements include synchronization with Open Street Map to provide finer-grain details about the local transportation network to improve bus stop accessibility and incorporating mobile electronic ticketing in partnership with all NWOTA providers.

POTENTIAL FUTURE PROJECTS

Table 1 describes projects identified in TCTD’s adopted plans to address unmet needs throughout the county that may be able to be funded with STIF funds. However, the highest priority for TCTD is to maintain existing service which requires stable funding and maintenance and periodic replacements of the existing fleet.

Table 1. Potential Future Projects

Project	TCTD Adopted Plan	Goals Addressed by Project
Complete Cloverdale Wayside Transit Center	TCTD Transit Development Plan	Enhance coordination between TCTD and local partners
Create a new driver block that serves Route 2 twice a day and Route 3 three times a day to fill morning and afternoon headway gaps for each route. <i>This route would require an additional bus.</i>		Increase service
Modify Route 3 to better serve Nehalem by adding a stop along Highway 101 to serve existing deviations. In conjunction, modify Route 3 to replace flag stops through Rockaway Beach for a 3-mile zone with designated stops.		
Create new route that serves Pacific City and Tillamook and provides service through Sandlake Road. <i>This route would require an additional bus. This service could extend to Lincoln City to increase the number of trips per day between Lincoln City and Tillamook.</i>		
Modify Route 2 to extend from Netarts to Pacific City and Lincoln City, operating four times per day. Consider serving Oceanside with Dial-A-Ride to connect it to Route 2 and Route 5. <i>(Note: This is not included in the TDP but is a new derivation of the Sandlake Road route in the TDP)</i>		
Eliminate existing Pacific City loop on Route 4 (in tandem with a new Sandlake Road route) and add 5th run on Route 4 to Lincoln City (reduce headways to 3-3.5 hours, rather than 4 hours) – extra 1-2 service hours per day. <i>(Note: Need to coordinate transfers with Sandlake Road route in Lincoln City for Hebo/Beaver/Cloverdale to get to Pacific City or serve these areas with DAR.)</i>		

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Add new bus to reduce headways by a factor of two between Tillamook and Lincoln City. <i>This route would require an additional bus.</i>		
Extend Route 1 service later in the evening to allow connections from intercity routes arriving in Tillamook after 6:00pm.	TCTD Intercity Transit Enhancement Plan	Enhance Intercity Connections
Provide a faster trip between Tillamook and Lincoln City by eliminating the diversion into Pacific City on all trips except the first northbound and last southbound trip (to serve work trips originating in Pacific City). Coordinate the schedule for transfers to Route 60X and 70X. Provide several roundtrips each day from Lincoln City to Pacific City.		
Provide three round trips per day to Portland (morning, midday, and late afternoon/evening) and modify the scheduled times to increase the number of interline opportunities with Greyhound and Amtrak and increase the practicality of Route 5 for more types of trips (provides more hours in Portland for a daytrip from Tillamook as well as a same day return trip for trips from Portland to Tillamook).		
Add more stops in Tillamook, Nehalem, and Manzanita.	TCTD Coordinated Public Transit-Human Services Transportation Plan	Improve Transportation Service
Increase service frequency to high transit use areas on north-south Routes 3 and 4. <i>This route would require an additional bus.</i>		
Increase the frequency of longer distance service on Route 5. <i>This route would require an additional bus.</i>		
Provide personal pick-up and transportation of senior and disabled veterans that live in outlying rural areas to local businesses and community events.		
Increase service in the south part of Tillamook County.		
Increase frequency of service during late evening and night hours.		Improve Transportation Infrastructure
Add a bus to serve the north county area for evening shift workers.		
Increase Dial-A-Ride services. <i>This would require additional vehicles. (Note: a reduction in volunteer drivers has reduced DAR service in South County and has increased the need to consider paid DAR drivers)</i>		
Provide shelters (Oceanside, Tillamook Post Office, Tillamook Bay Community College - Rural Partners Building, Cloverdale Wayside, Cloverdale Health Clinic, Hoquarton Interpretive Center, Goodspeed Park, Garibaldi City Hall, and Champion Park Apartments). <i>(Note: Champion Park Apartments is not included in the CTP plan but is an existing need)</i>		
Provide a bus stop sign and pole at the converted flag stops along Route 3 through Rockaway.		
Provide real-time arrival times at bus shelters and/or via smartphone apps.	Improve Technology	
Install Hanover Destination Signs on new buses.	Improve Capital Assets	
Continue to enhance reduce fare subsidy programs and/or vouchers (such as the gold token program) to encourage ridership among special needs populations.		

COMMUNITY INPUT

As shown in Table 1, there are a number of different projects that TCTD could use STIF funding to pursue. TCTD gathered community input on transit service enhancement priorities through a public online survey that ran from July 13th through August 15th, 2020. This section documents the feedback received.

The survey asked respondents to rate their interest in each potential project with ratings ranging from “I would not like this project” to “I would be very interested in this project”. The survey divided the potential projects into four topic areas:

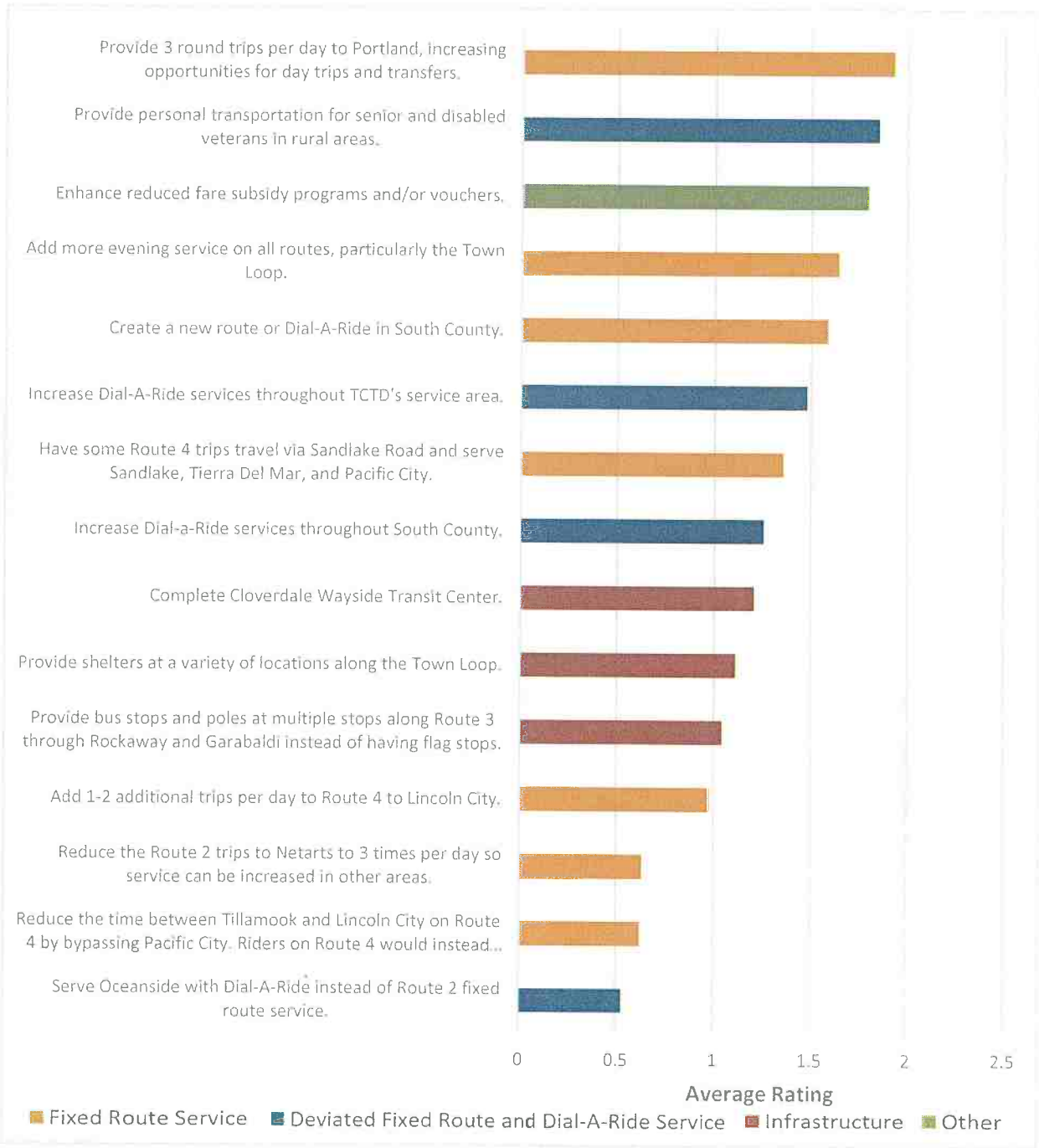
- Fixed Route Service
- Deviated Fixed Route and Dial-A-Ride Service
- Infrastructure
- Other

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SURVEY RESULTS

The online survey received 209 responses. Because the survey asked each of the respondents to rate each potential project on the same scale, it is possible to compare the overall ratings assigned to each project. Each response for each project was assigned a value ranging from -1 (“I would not like this project”) to 3 (“I would be very interested in this project”) and the responses for each project were averaged. The results of this scoring system are shown in Table 2.

Table 2. Survey Project Prioritization Results



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The 209 survey responses came from 18 ZIP codes across Tillamook, Clatsop, Washington, and Marion counties. Eighty-two comments came from ZIP code 97141, which encompasses the entire city of Tillamook. The top five ZIP codes by number of respondents include 97112 (Beaver, Hebo, Cloverdale), 97136 (Rockaway Beach), 97135 (Pacific City), and 97131 (Nehalem). Five comments were received from ZIP codes outside of Tillamook County. These include comments from Cannon Beach, Salem, Forest Grove, Beaverton, and unincorporated Washington County north of US 26.

Comments

As shown in Table 2, the top 5 projects that survey takers would like to see prioritized are:

- 1) Provide 3 round trips per day to Portland, increasing opportunities for day trips and transfers.
- 2) Provide personal transportation for senior and disabled veterans in rural areas.
- 3) Enhance reduced fare subsidy programs and/or vouchers.
- 4) Add more evening service on all routes, particularly the Town Loop.
- 5) Enhance transit service in south Tillamook County ("South County").

The survey also offered respondents the opportunity to make open-ended comments on each potential project and to make general comments at the end of the survey. The comments offer insights into why respondents were most interested in the five potential projects listed above.

Provide 3 round trips per day to Portland, increasing opportunities for day trips and transfers

Survey respondents noted the importance of connections between Tillamook County and Portland when commenting on this project. They cited improved access to medical appointments, which are frequently required by portions of the population that can't drive to Portland and have no place to stay the night in Portland, as the most important rationale for this project. They also cited improved transportation to flights into and out of Portland International Airport and increased job opportunities as important reasons for this project.

Provide personal transportation for senior and disabled veterans in rural areas

Personalized transportation options for the elderly and disabled were an attractive option to survey respondents, as they noted that there are many members of these populations in rural areas of the county and that services for them are broadly lacking right now. They also described the need for non-veteran disabled people to access these types of services. Overall, they believed this would improve access to medical appointments and basic services.

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Enhance reduced fare subsidy programs and/or vouchers

Because the population served by TCTD consists of many seniors, disabled people, and low-income people, survey respondents saw this project as very important. They also noted that with the state of the economy because of COVID-19, more people than before may need these kinds of subsidies. Some respondents who currently use subsidies expressed their support for subsidy expansion, describing how they would not be able to use transit without them. Others described that they're aware of people in the county that do not take transit because it is cost prohibitive.

Additionally, STIF rules encourage transit agencies to invest in student transportation. Per the Oregon Administrative Rules (OAR) Chapter 732, "each Qualified Entity is required to spend at least one percent of STIF Formula Fund moneys received each year on student transit services for students in grades 9 through 12, if practicable." TCTD plans to subsidize student transportation for grades 7-12 to improve county mobility and to meet STIF's 1 percent spending requirement for student transportation.

Add more evening service on all routes, particularly the Town Loop.

Survey respondents described how riders who work late currently do not have the option to take transit home from work. Riders described walking and catching rides with friends in lieu of available service. Respondents also noted that many of TCTD's riders do not work typical "9 to 5" jobs and thus are reliant on service outside of peak hours. Other populations that would be helped by this service include students taking night classes at TBCC and senior citizens who may be hesitant to drive at night.

Enhance transit service in South County

Survey respondents noted that South County (and especially Hebo and Cloverdale) is very isolated and underserved. It is also generally lower income, causing more people who need more transportation options. Because of its rural nature, respondents noted that Dial-a-Ride may make more sense, but whether fixed route or Dial-a-Ride, they were enthusiastic about the need for improved service in the area.

COSTS AND FINANCING

This section outlines the costs to implement new service or expand on existing TCTD service, and it also outlines how these proposals could be financed.

Financing

As Table 3 shows, TCTD received approximately \$310,000 in STIF funding for fiscal year 2020. Over the next three fiscal years, funding is projected to remain increase, with projected STIF funding ranging from \$350,000 to \$370,000 per year.

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Table 3. STIF Program funding for TCTD

Agency	FY 2019 Received	FY 2020 Received	Projected FY 2021	Projected FY 2022	Projected FY 2023
TCTD	\$164,842	\$309,837	\$361,728	\$352,308	\$371,262

Source: <https://www.oregon.gov/odot/rptd/pages/stif.aspx>

TCTD has already committed and spent the 2019 funds on programs and services that need to be continued. The following describes commitments for the 2020 and future STIF funds to date:

- 1) Fleet replacement local matching money. TCTD estimates that approximately \$75,000 should be set aside annually to ensure that local matches are met for purchasing new vehicles. If the annual fleet replacement costs are below \$75,000 annually, TCTD will transfer the remaining allocation into STIF Capital Reserve.
- 2) Ongoing STIF planning. TCTD estimates that \$25,000 will be spent annually on planning for future service enhancements funded by STIF and other funds.
- 3) Dial-a-Ride benefits. TCTD's labor agreement resulted in significant increase in wages and in health insurance costs for employees. TCTD expects to spend an additional \$50,000 annually to cover these cost increases.
- 4) Low-Income Bus Pass. TCTD plans to provide Community Action Resource Enterprises, Inc. (CARE) with 10 reduced fare monthly bus passes and 10 full fare monthly bus passes (a \$20 and \$30 value, respectively) each month of the year. This will cost TCTD \$6,000 to maintain.
- 5) Holiday service. TCTD plans to budget around \$13,000 to cover service for three holidays.

Table 4 compares the amount of STIF funding that TCTD received in FY 2019 with spending across these five expenditure areas above. As shown, approximately \$500 of the original FY 2019 STIF allocation was left over after accounting for spending on the above programs.

The first quarter of FY 2020 (not shown in the table below) includes \$33,693 of costs across these expenditure categories.

The second two rows in Table 4 compare the amount of STIF funding that TCTD will receive in FY 2020 against projected expenditures to continue the programs and services described above. The difference is approximately \$141,000, which can be put toward meeting the service enhancement priorities outlined in the survey results. This net dollar amount will fluctuate as projected STIF funding amounts fluctuate as shown in Table 3. Any surpluses should be put into an Operations Reserve Fund to help cover future cost inflation or unforeseen events.

(1)

Table 4. FY 2019 STIF Expenditures, and Planned FY 2020 STIF Expenditures

Agency	FY 2019 Received	Capital Costs	STIF Planning Costs	Benefits Costs	Low-Income Pass Costs	Holiday Service Costs	Total Costs
TCTD	\$164,842	\$84,983	\$23,096	\$42,534	\$5,000	\$8,696	\$164,309
Agency	FY 2020 Received	Annual Capital Funding	Annual STIF Planning Costs	Annual Benefits Costs	Annual Low-income Pass Costs	Annual Holiday Service Costs	Expected Annual Costs
TCTD	\$309,837	\$75,000	\$25,000	\$50,000	\$6,000	\$13,000	\$169,000

Costs

Cost estimates were created for several of the highest priority alternatives from the online survey and from TCTD cost analyses. These costs include annual operating costs and one-time capital costs, if applicable. Costs are divided into groups: additional town loop service, additional service outside of Tillamook, additional transit programs, and cost savings on Route 2.

The tables in each section below include mileage estimates for adding service on each new or added service alternative. The added mileage will inform the need for replacing transit vehicles in the future.

Fare Reduction Programs

TCTD recently completed a fare reduction study, and two findings stood out. In keeping with the goals of the STIF program, TCTD proposes eliminating all transit fares for students in grades 7 through 12 to improve mobility across Tillamook County for these students. The fare reduction study found that implementing this program will cost approximately \$11,000 annually. As stated previously, a Qualified Entity is required to spend at least one percent of the STIF Formula Fund money on student transit services.

Second, TCTD wants to improve mobility across the county in the wake of the COVID-19 pandemic and make transit more accessible for people at all income levels. As a result, TCTD plans to reduce all one-way fares on rides within Tillamook County to \$1. The fare reduction study found that implementing this program will cost approximately \$20,000 annually.

Table 5 shows the cost estimates for these fare reduction programs.

Table 5. Cost Estimates for Fare Reduction Programs

Alternative	Line Item	Cost	Cost Type
Student Fares	Eliminate fares for all students in grades 7-12	\$11,000	Annual Operating Costs
Reducing Fares Systemwide	Reduce fares to \$1 per trip in Tillamook County to make transit trips more affordable	\$20,000	Annual Operating Costs

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Additional Town Loop Service

As described in the *Port of Tillamook Bay Alternatives Analysis Memorandum* for TCTD, the recommended alternative for serving the Port of Tillamook Bay (POTB) is splitting the existing Town Loop route into two routes: an east-west route that mirrors existing service without the north leg on Highway 101, and a north-south route that runs from the Tillamook Creamery to POTB. This analysis assumes no cost savings on the east-west route by removing the north leg on Highway 101, and it calculates that the north-south route will cost approximately \$75,000 a year to operate with 3 runs, approximately \$149,000 a year to operate with 6 runs, and approximately \$299,000 a year to operate with 12 runs (which would maintain existing service levels on Highway 101). Table 6 shows the estimated annual operating costs for the N-S Town Loop service with 3, 6, and 12 daily runs.

Table 6. Cost Estimates for N-S Town Loop Route

Alternative	Line-Item	Cost	Cost Type
New Tillamook Town Loop (N-S Service)	New Service – 3 new runs	\$74,673	Annual Operating Costs
	<i>Miles per Year on N-S Loop – 3 new runs</i>	<i>16,268 miles</i>	<i>N/A</i>
	New Service – 6 new runs	\$149,347	Annual Operating Costs
	<i>Miles per Year on N-S Loop – 6 new runs</i>	<i>32,537 miles</i>	<i>N/A</i>
	New Service – 12 new runs	\$298,693	Annual Operating Costs
	<i>Miles per Year on N-S Loop – 12 new runs</i>	<i>65,073 miles</i>	<i>N/A</i>

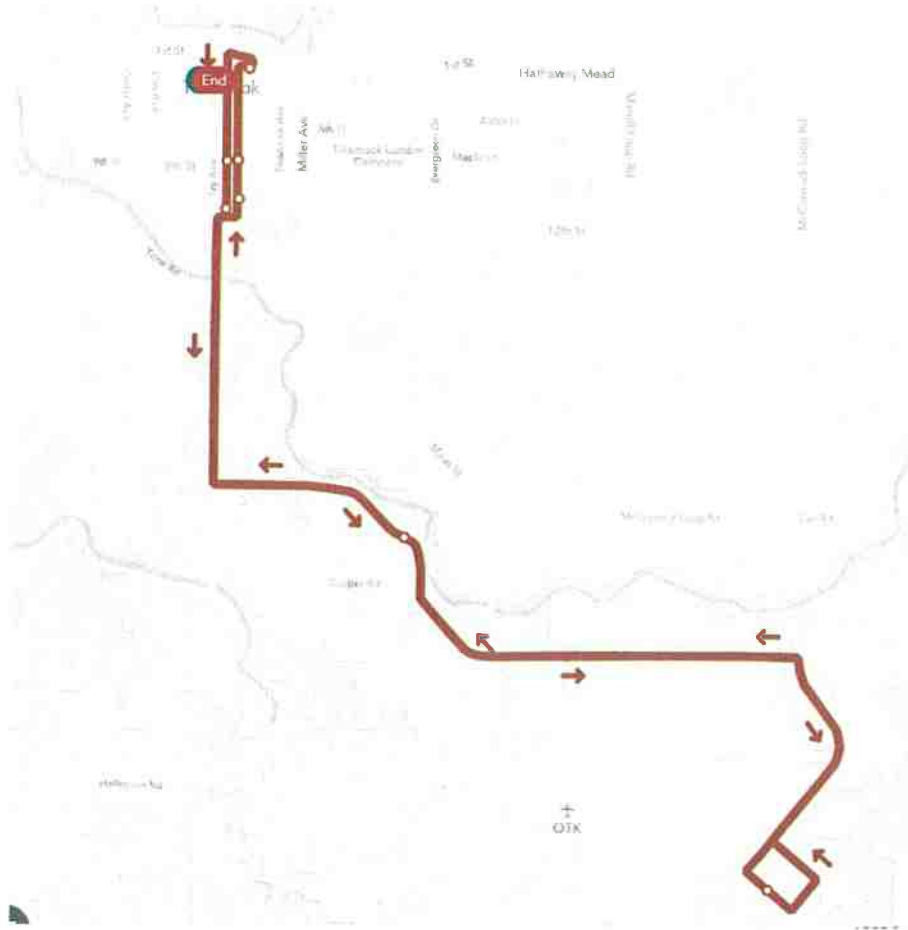
TCTD has determined that the N-S Town Loop service with 12 runs per day as recommended is infeasible in the near term due to the costs. Alternatively, TCTD has discussed keeping the existing Town Loop route configuration in place and adding a new route to cover POTB and Tillamook River Road only. Such a route could be completed in 30 minutes, including a break for the driver at the end of the route. Table 7 shows the estimated annual operating costs for the POTB service, and Figure 1 below shows the proposed alignment for this route. Because the new proposed route can be operated in 30 minutes, twice as many runs can be completed for the same cost as the proposed N-S Town Loop service.

Table 7. Cost Estimates for POTB Service

Alternative	Line-Item	Cost	Cost Type
New Port of Tillamook Bay Service	New Service – 6 new runs	\$74,673	Annual Operating Costs
	<i>Miles per Year on POTB Route – 6 new runs</i>	<i>22,611 miles</i>	<i>N/A</i>
	New Service – 12 new runs	\$149,347	Annual Operating Costs
	<i>Miles per Year on POTB Route – 12 new runs</i>	<i>45,221 miles</i>	<i>N/A</i>

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Figure 1. Map of Proposed Port of Tillamook Bay Service



In addition, a top survey response was to add evening hours to Town Loop service. Currently, the Town Loop begins its final run at 6:15pm every day and ends the run at 7:10pm. Adding one additional run on the existing Town Loop route would cost approximately \$25,000 a year, with an additional \$12,000 for the POTB route if that were implemented. Adding two additional runs on the Town Loop route would cost approximately \$50,000 a year, with an additional \$25,000 going to the POTB route, as Table 8 shows.

Table 8. Cost Estimates for Evening Service on Existing Town Loop and Proposed POTB

Alternative-	Line-Item	Cost	Cost Type
Added Evening Service on Existing Town Loop – Everyday	1 additional run on Town Loop	\$24,891	Annual Operating Costs
	<i>Added miles per year on Town Loop</i>	<i>4,279 miles</i>	<i>N/A</i>
	2 additional runs on Town Loop	\$49,782	Annual Operating Costs
	<i>Added miles per year on Town Loop</i>	<i>8,558 miles</i>	<i>N/A</i>
Added Evening Service on Proposed POTB Route – Evening	1 additional evening run on potential POTB route	\$12,446	Annual Operating Costs
	<i>Added miles per year on POTB route</i>	<i>3,768 miles</i>	<i>N/A</i>
	2 additional evening runs on potential POTB route	\$24,891	Annual Operating Costs
	<i>Added miles per year on POTB route</i>	<i>7,537 miles</i>	<i>N/A</i>

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Additional Service Outside of Tillamook

Two of the most popular survey responses were for adding a third run on the Route 5: Tillamook – Portland and adding a South County dial-a-ride service. Adding a third run on the Tillamook – Portland route costs approximately \$117,000 a year. TCTD is pursuing this route in partnership with Ride Connection. With 5-10 percent farebox recovery and a 50 percent match from TCTD to fund the third daily run, TCTD expects this cost will decrease to \$55,000 a year for the agency.

Enhancing South County transit service would cost approximately \$150,000 a year, as represented by a dial-a-ride program, based on TCTD’s hourly service cost for dial-a-ride in other parts of its service area. Any potential dial-a-ride program would not supplant existing Route 4 service and instead would funnel trips to that route where possible. In the long-term, ridership data on a potential dial-a-ride program could lead to more fixed-route options, including a potential South County circulator shuttle.

TCTD’s transit vehicles cost between \$80,000 and \$220,000, with local match varying from 10.89 percent to 20 percent. The remaining amount is paid for by the state. TCTD recently purchased five new vehicles and three additional vehicles are being lined up for purchase, and some of the vehicles are likely suitable for operating a South County dial-a-ride program.

According to the survey, constructing a south county transfer location and enhancing the reduced fare subsidy programs are the top survey responses for non-route-related responses. The new transfer location is estimated at \$500,000, which does not include costs for real estate acquisition.

Table 9 shows the cost estimates for all of these additional transit investments outside of Tillamook.

Table 9. Cost Estimates for Additional Transit Investment Outside of Tillamook

Alternative	Line Item	Cost	Cost Type
New Program Costs			
Added Run on Tillamook-Portland Service	Third daily run 7 days a week	\$55,000	Annual Operating Costs
	<i>Added miles per year on additional run</i>	<i>58,688 miles</i>	<i>N/A</i>
Enhanced South County Transit Service	Operating South County dial-a-ride	\$150,592	Annual Operating Costs
New South County Transfer Location	New Transfer Location	\$500,000	One-Time Capital Cost

Cost Savings on Route 2

Route 2 with service from Tillamook to Oceanside and Netarts currently has a significant number of empty runs each day. Reducing the number of runs on this route would provide cost savings that could be allocated to other services or programs.

There are seven runs every day (weekdays and weekends) on Route 2. As Table 10 shows, removing three runs from the route would save approximately \$88,000 annually, and removing four runs from the route would save approximately \$117,000 annually.

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TCTD has identified Route 2 as a potential candidate for focused dial-a-ride service in the future. Further study would be needed to determine cost savings for this proposed service transition.

Table 10. Estimated Cost Savings on Route 2

Alternative	Line-Item	Cost	Cost Type
Reducing trips on Route 2: Tillamook – Oceanside - Netarts	3 fewer runs on Route 2 every day	\$87,608	Annual Operating Costs
	Reduced Miles per Year on Route 2	46,611 miles	N/A
	4 fewer runs on Route 2 every day	\$116,810	Annual Operating Costs
	Reduced Miles per Year on Route 2	62,148 miles	N/A

RECOMMENDATIONS

When comparing TCTD’s allocated STIF funding by fiscal year with the expected annual costs (shown in Table 4), the unallocated STIF funding provides the basis for expanding service or programs. Table 11 calculates the unallocated STIF funding for each of the next four fiscal years. The expected annual costs have been projected to grow five percent annually.

Table 11. Leftover STIF Funding After Expected Annual Costs

Fiscal Year	Projected STIF Funding	Allocated Annual STIF Project Costs	Unallocated STIF Funding
Fiscal Year 2020	\$309,837	(\$169,000)	\$140,837
Fiscal Year 2021	\$361,728	(\$177,450)	\$184,278
Fiscal Year 2022	\$352,308	(\$186,323)	\$165,985
Fiscal Year 2023	\$371,262	(\$195,639)	\$175,623

As shown above, there is between approximately \$141,000 in unallocated STIF funding for Fiscal Year 2020, and then approximately \$165,000 to \$184,000 in unallocated STIF funding for each fiscal year from 2021 through 2023 after annual anticipated costs from Table 4 are accounted for.

STIF Project Options

TCTD has a menu of options for how to spend its unallocated STIF funding through Fiscal Year 2023. Table 12 below provides a menu of options for TCTD to consider. Each row, except for the Cloverdale Wayside transfer location, is an annual cost and, if implemented, will need to be included in expected annual costs for all future fiscal years.

Table 12. New Program Costs and Unallocated STIF Funding

Program/Route	Service Change	Estimated Annual Costs/Savings	Priority
New Program Costs			
New Port of Tillamook Bay (POTB) and Tillamook River Road Service	Establish service with 6 runs (30-minute route)	\$74,673	1
	Establish service with 12 runs (30-minute route)	\$149,347	N/A
Student Fares	Eliminate fares for all students in grades 7-12	\$11,000	2

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Reducing Fares Systemwide	Reduce fares to \$1 per trip in Tillamook County to make transit trips more affordable	\$20,000	3
Tillamook-Portland Service	Add a third daily run 7 days a week (with Ride Connection)	\$55,000	4
Enhanced South County Transit Service	Establish a dial-a-ride program in south Tillamook County	\$150,592	5
Evening Service on Town Loop	Add 1 new evening run on existing Town Loop	\$24,891	6
	Add 2 new evening runs on existing Town Loop	\$49,782	N/A
South County Transfer Location	Construction of a south county transfer location	\$500,000 (one-time cost)	7
New Program Savings			
Route 2 Service	Reduce Route 2 service with 3 fewer runs per day	\$87,608	1
	Additional savings for eliminating a 4 th run on Route 2	\$29,202	1

First, this plan recommends allocating the fiscal year 2020 unallocated STIF funding, projected to be approximately \$141,000 after annual STIF project costs are accounted for as a STIF Capital Reserve fund for TCTD. While these reserve funds exist on paper, it is likely that TCTD has already committed a significant portion of these funds to other capital investments.

Table 13 below details the additional service options recommended for TCTD to implement using fiscal year 2021 STIF funding. These service options include funding new POTB service, eliminating student fares, reducing fares on county routes, a local match for additional Tillamook to Portland service, and additional evening service on the Town Loop, and enhanced South County transit service, with cost savings from a reduced number of runs on Route 2.

Additional service options are shown in prioritized order. The first item – new POTB service and Route 2 service reduction (a continuation of an existing STIF project) – is TCTD’s top priority.

Table 13. Proposed Service Changes and Costs for Fiscal Year 2021

Service Change	Service Detail	Annual Cost	Cumulative Total of Unallocated STIF Funding
UNALLOCATED STIF FUNDING			\$184,278
New POTB Service and Route 2 Service Reduction	Establish POTB service with 6 runs (30-minute route)	(\$74,673)	\$109,605
	Four fewer runs on Route 2 every day	\$116,810	\$226,415
Student Fares	Eliminate fares for all students in grades 7-12	(\$11,000)	\$215,415
Reducing Fares Systemwide	Reduce fares to \$1 per trip in Tillamook County to make transit trips more affordable	(\$20,000)	\$195,415
Tillamook-Portland Service	Third daily run 7 days a week	(\$55,000)	\$140,415
Enhanced South County Transit Service	Establish a dial-a-ride program in South Tillamook County	(\$150,592)	(\$10,177)
NET SPENDING ON NEW SERVICE IN FY 2021			\$194,455
TOTAL UNALLOCATED STIF FUNDING			(\$10,177)

These service changes will implement three of the five top priorities from Table 12. As shown, implementing these three projects will leave TCTD with a cost overrun of approximately \$11,000. The cost estimate for the enhanced South County transit service is likely an overestimate – when POTB service is established, a dial-a-ride program would no longer need to serve POTB or Tillamook River Road, which

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would likely lead to cost savings. Whether these anticipated savings are enough to cover the entire cost overrun is unknown. The fiscal year 2020 reserve savings of \$141,000, originally tied to a Capital Reserve fund, could be used to cover any gaps, as well.

Without any anticipated savings in the South County dial-a-ride program, the net spending on the top three service priorities will be approximately \$194,000 a year. With approximately \$166,000 and \$176,000 in unallocated STIF funding for fiscal years 2022 and 2023, respectively, these leaves a similar gap in expenditures over revenues. Again, the fiscal year 2020 reserve savings can help cover this gap if the anticipated cost savings from the South County dial-a-ride program are not enough.

This plan anticipates that STIF allocations will continue to grow beyond fiscal year 2023, and that unallocated STIF funding should exceed the net spending on new service identified in Table 13. Additional needs beyond the list in Table 12 may arise as part of updating the Tillamook County Coordinated Transit Plan by 2023.

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Appendix A Remix Demographic
Maps




TCTD Network

- 1 Tillamook Town Loop
- 1A Tillamook Town Loop (E/W)
- 1B Tillamook Town Loop (N/S)
- 1C Part of Tillamook Bay Route
- 2 Tillamook - Oceanwide - Netarts
- 2 Tillamook - Oceanwide - Netarts (B)
- 3 Tillamook - Manzanita - Cannon Beach

2 lines & 3 vehicles

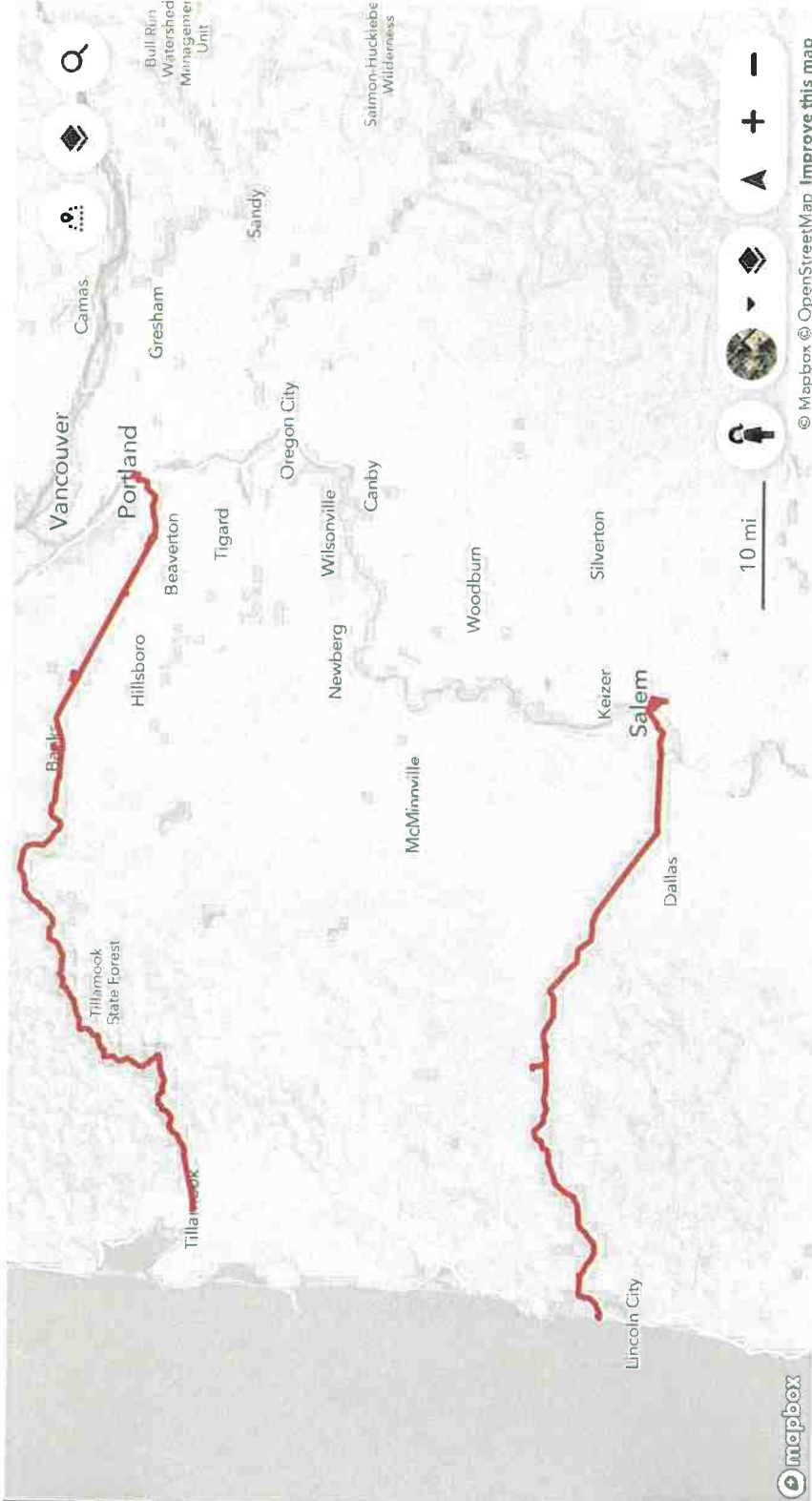
\$704.0k / year

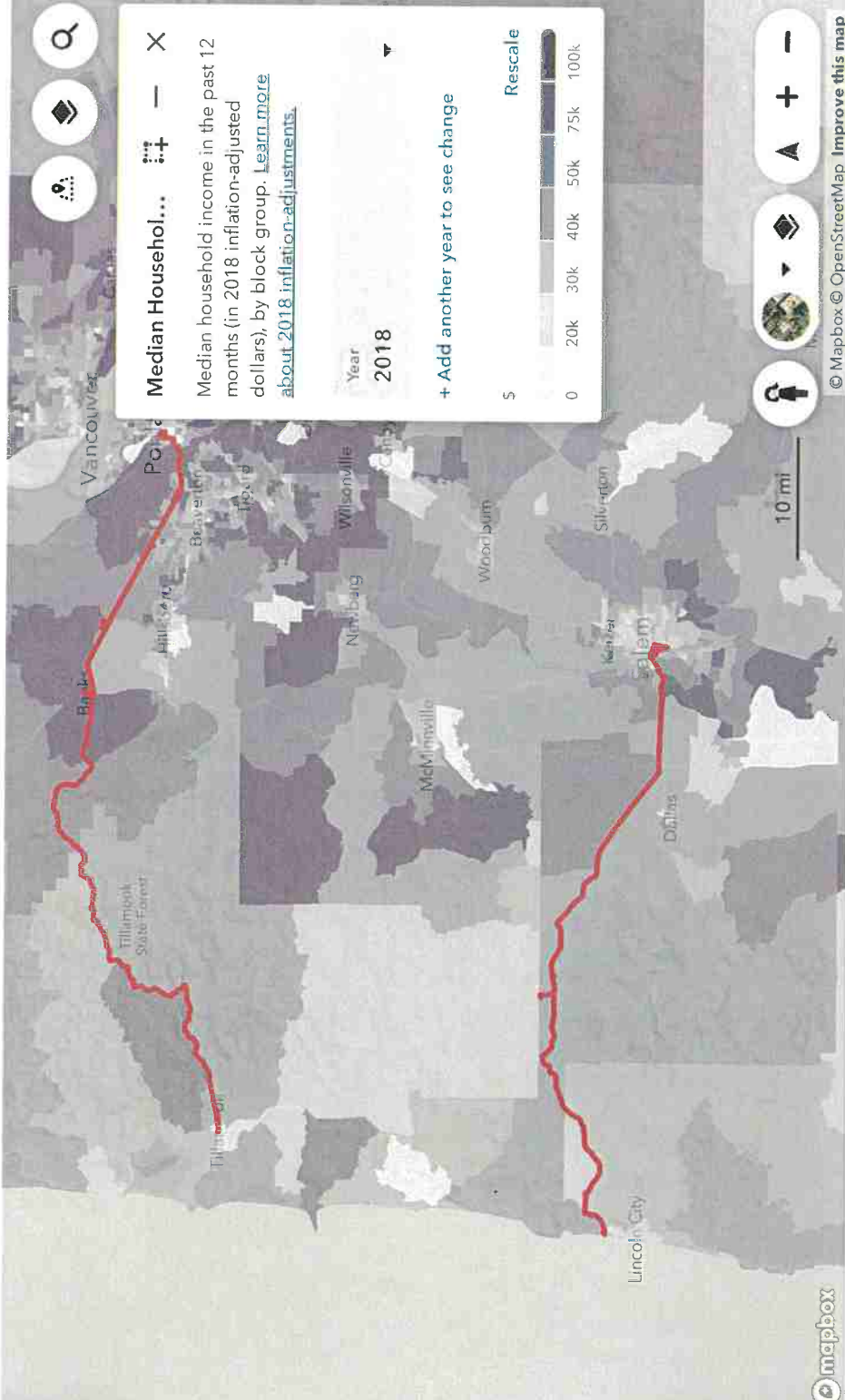
 Within 0.25 mi of stops.

8,092 population









TCTD Network

- 1 Tillamook Town Loop
- 1A Tillamook Town Loop (E-W)
- 1B Tillamook Town Loop (N-S)
- 1C Port of Tillamook Bay/Routes
- 2 Tillamook - Oregon/Clatsop - Netco
- 2 Tillamook - Oregon/Clatsop - Netco (E)
- 3 Tillamook - Manzanita - Cannon Beach
- 4 Tillamook - Lincoln City

2 lines & 3 vehicles
 \$704,0k / year
 Within 0.25 mi of stops:
 8,092 population

Median Household... [Close]

Median household income in the past 12 months (in 2018 inflation-adjusted dollars), by block group. [Learn more about 2018 inflation-adjustments.](#)

Year: **2018**

+ Add another year to see change

Rescale: 0 20k 30k 40k 50k 75k 100k

Map navigation controls: Home, Street View, Location, Zoom In (+), Zoom Out (-), Full Screen, Mapbox logo.

© Mapbox © OpenStreetMap Improve this map

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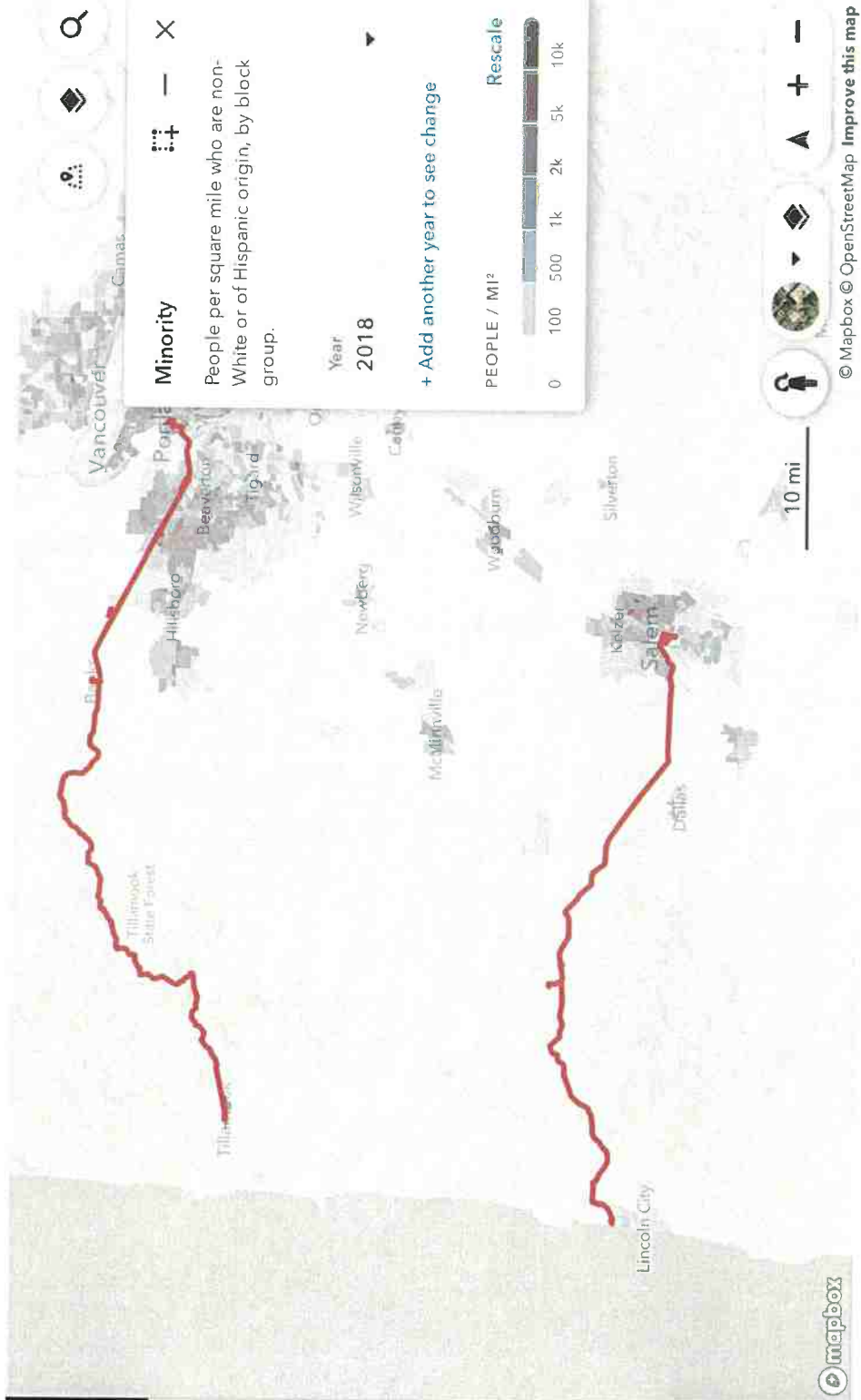


TCTD Network

- 11 Tillamook Town Loop
- 12 Tillamook Town Loop (B&W)
- 13 Tillamook Town Loop (N&S)
- 14 Port of Tillamook Bay Route
- 15 Astoria - Seaside - Medford
- 16 Tillamook - Oswalds Nest - Seaside
- 17 Tillamook - Medford - Cannon Beach
- 18 Tillamook - Lincoln City

2 lines & 3 vehicles
\$704.0k / year

Within 0.25 mi of stops:
8,092 population

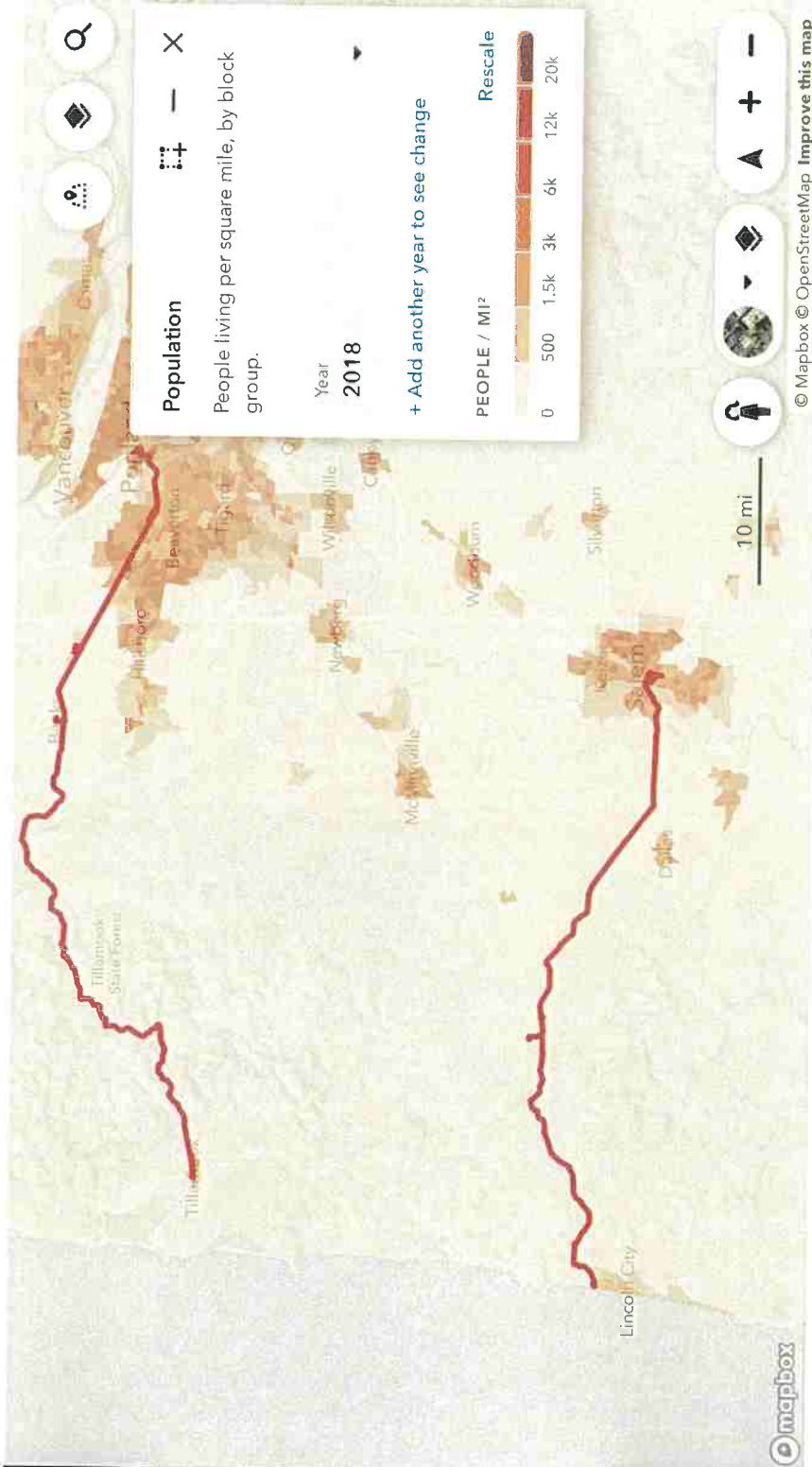


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TCTD Network

- 1 Tillamook Town Loop
- 1 A Tillamook Town Loop (East)
- 1 B Tillamook Town Loop (West)
- 1 C Port of Tillamook Bay Service
- 2 Tillamook - Clatsop - Nye
- 3 Tillamook - Clatsop - Nye - Nye
- 3 Tillamook - Clatsop - Nye - Clatsop

2 lines & 3 vehicles
\$704.0k / year
 Within 0.25 mi of stops:
8,092 population



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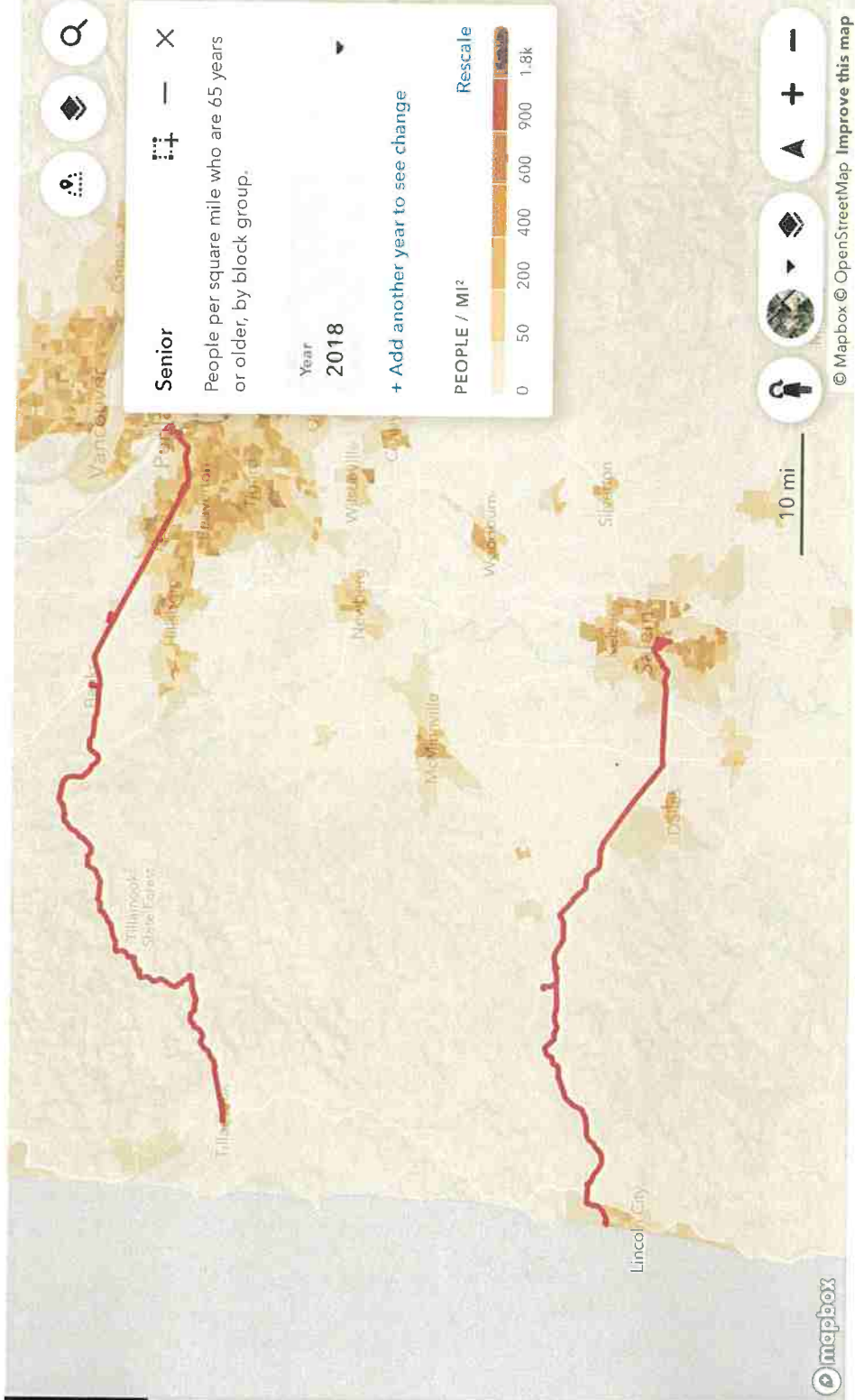


TCTD Network

- 1 Tillamook Town Loop
- 1A Tillamook Town Loop (E-W)
- 1B Tillamook Town Loop (N-S)
- 1C Port of Tillamook Bay Route
- 2 Tillamook - Occoimside - Nevada
- 2 Tillamook - Occoimside - Netarts (Re)
- 3 Tillamook - Manzanilla - Cannon Beach
- 4 Tillamook - Lincoln City

2 lines & 3 vehicles
\$704.0k / year

Within 0.25 mi of stops:
8,092 population



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TO: TRANSPORTATION ADVISORY COMMITTEE (TAC)
FROM: DOUG PILANT, GENERAL MANAGER
SUBJECT: STIF DISCRETIONARY AND STATEWIDE TRANSIT NETWORK PROGRAM PLAN FY2021-23

Overview

ODOT established the STIF Discretionary and Statewide Transit Network programs to provide ODOT an opportunity to encourage and support public transportation projects that meet local needs, having distances longer than 20-miles and aligns with the State's public transportation priorities. Eligible projects include planning, mobility management, preventative maintenance, operations and capital.

Tillamook County Transportation District submitted applications to support the operations of two (2) intercity service projects; the Coastliner service to/from Tillamook to Portland and Coastal Connector to/from Lincoln City to Salem. TCTD also submitted and application on behalf of the NW Oregon Transit Alliance (NWOTA) to fund the planning and construction of three (3) NW Connector bus stops.

Background and Findings

1. TCTD is a designated Qualified Entity and eligible to apply for these funds. TCTD also serves as the NWOTA fiscal agent and is eligible to apply on their behalf.
2. The District submitted applications to fund the following three (3) projects:
 - a. Route 5 Coastliner intercity service to/from Tillamook to Portland. This project is a STIF funding request for planning, operations, preventative maintenance and capital. This project includes funding for planning and operations of a third trip to Portland along with an expansion bus.
 - b. Route 60X Coastal Connector intercity service to/from Lincoln City to Salem. This project is a Section 5311(f) funding for operations support, preventative maintenance and an expansion bus.
 - c. NW Connector bus stops in Warrenton, Pacific City and Waldport. This project is a Intercommunity application request to fund the planning and construction of three (3) of the twenty-four (24) bus stops identified in the "NW Connector Transit Access" plan.
3. A summary of each Project's application funding requests are in the following table:

STIF Discretionary and Statewide Transit Network Projects	Operating Support	Planning	PM	Capital	Total by Project
Route 5 Coastliner	426,000	12,000	72,000	176,000	686,000
Route 60X Coastal Connector	246,500	0	64,000	176,000	486,500
NW Connector Bus Stops	0	0	0	727,544	727,544
Total	672,500	12,000	136,000	1,079,544	1,900,044

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4. These projects are documented in the District's adopted plans listed below:
 - a. TCTD Long Range Transit Development Plan
 - b. Coordinated Human Services Public Transportation Plan
 - c. NW Connector Management Plan
 - d. Intercity Transit Enhancement Plan
5. OAR 732-044-0025(2) requires Qualified Entities to consult with their STIF transportation advisory committees prior to submitting application feedback to ODOT.
 - a. At the October 2020 and December 2020 meetings the District reported to the TAC the District would be submitting applications to continue funding the operations of Coastliner and Coastal Connector intercity services and to plan and construct three (3) bus NW Connector bus stops in Warrenton, Pacific City and Waldport.
 - b. Copies of the applications have been included for TAC members to review. The TAC is required to provide the District a recommendation of "Fund" or "Don't Fund" for each application. TAC members are also encouraged to provide recommendations and any other relevant comments or concerns about the applications and process.

Recommendation

Staff recommends the TAC recommend that the District's STIF grants for the Coastliner, Coastal Connector and NW Connector bus stops for the FY2021-23 Biennium be funded.



Special Transportation Fund Grant Funding Application FY 2021-23

A. Applicant Information

I am the Special Transportation Fund (STF) Agency *

Yes No

STF Agency Name *

Tillamook County Transportation District

STF Agency Mailing Address *

3600 Third Street, Suite A

Tillamook Oregon 97141

Application Contact Name *

Douglas Piant

Application Contact Title *

General Manager

Application Contact Email Address *

dpilant@tillmaookbus.com

Application Contact Telephone No.

(503) 842-3115

Name of Person Signing Grant Agreement *

Douglas Piant

Title of Person Signing Grant Agreement *

General Manager

Email Address of Person signing Grant Agreement

dpilant@tillamookbus.com

Telephone No. of Person signing Grant Agreement

(503) 842-3115

Agency Type *

Public Agency

Urbanized Zone *

Oregon

Service Area *

Non-urbanized or Rural (area with population of less than 50,000)

Does your STF Agency delegate the administration of the STF program to a separate agency? *

Yes No

B. STF Advisory Committee

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Do all of the committee members reside within the boundaries of your STF Agency service area? *

Yes No

Enter each member's organization in the table below (click to add additional lines).

Pick the category of membership that best describes each member, pursuant to OAR 732-005-0031.

Minimum requirements: Counties and districts - five members. Tribes - three members.

Member Name *	Organization *	Member Category *
<input type="checkbox"/> Ron Rush	Marie Mills Center	Individual engaged in providing transportation service
<input type="checkbox"/> Carole McAndrews	N/A	Representative of elderly individuals
<input type="checkbox"/> Robin Taylor	N/A	Representative of disabled individuals
<input type="checkbox"/> Erin Skaar	CARE Inc.	Individual engaged in providing transportation service
<input type="checkbox"/> Stacie Zuercher	NW Senior Disabled Services	Representative of disabled individuals
<input type="checkbox"/> Jeff Hazen	SETD	Individual engaged in providing transportation service
<input type="checkbox"/> Nicholas Torres	Tillamook County Veteran's Sen	Individual engaged in providing transportation service
<input type="checkbox"/> Chris Kell	N/A	Representative of elderly individuals

C. Summary of Distribution Plan

Total STF Fund Allocation	Funds Disbursed Per Year	Funds Disbursed Per Quarter
\$135,400.00	\$67,700.00	\$16,925.00

In-District and Out-of-District Questions

STF Allocation Expenditure Plan

Administrative Allotment (required by OAR 732-005-0021(5)(b) for receiving, disbursing and accounting for funds)	Year 1	Year 2
	\$2,000.00	\$2,000.00
Contribution to Reserve Account (amount contributed to the reserve account - see Section E)	Year 1 *	Year 2 *
	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Additional Funds for Allocation (optional)	Year 1 *	Year 2 *
	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>
Contingency (not to exceed 15% of total program budget)	Year 1 *	Year 2 *
	<input type="text" value="\$0.00"/>	<input type="text" value="\$0.00"/>

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Planning Projects

List the Agency Receiving Funds	Year 1 In-District	Year 1 Out-of-District	Year 2 In-District	Year 2 Out-of-District
<input type="text"/>	\$0.00	\$0.00	\$0.00	\$0.00
<input type="button" value="+ Add Item"/>				

Operating Projects

List the Agency Receiving Funds	Year 1 In-District	Year 1 Out-of-District	Year 2 In-District	Year 2 Out-of-District
<input type="text" value="Marie Mills Center"/>	\$17,660.50	\$0.00	\$17,660.50	\$0.00
<input type="text" value="Tillamook County Transportation Dis"/>	\$49,039.50	\$0.00	\$49,039.50	\$0.00
<input type="button" value="+ Add Item"/>				

Capital Projects

List the Agency Receiving Funds	Year 1 In-District	Year 1 Out-of-District	Year 2 In-District	Year 2 Out-of-District
<input type="text"/>				
<input type="button" value="+ Add Item"/>				

Enter out-of-district and in-district population in the table below. Agencies with populations both inside and outside their district boundaries must input these populations to guide how much money is allocated to in-district and out-of-district areas. Districts are required to allocate a proportionate share of funds to the out-of-district area.

Population

Data Factor *	Population Based on Decennial Census *	Percentage *
<input type="text" value="Population In-District"/>	26,000	100.00%
<input type="text" value="Population Out-of-District"/>	0	0.00%
	26,000	100.00%
<input type="button" value="+ Add Item"/>		

29

What is the basis to determine in-district and out-of-district populations? *

N/A

D. STF Formula Remaining From Previous Years

Do NOT include reserve funds in this section - see Section E.

Will the STF Agency have carryover STF funds from prior years, including funds from the previous biennium that will be applied to the present biennium? *

Yes

No

E. Reserve Fund Summary

STF Agencies may establish a reserve fund to save STF funds for a future purpose.

Does the STF Agency have a separate reserve funds account for the STF program?

Yes No

F. Transit Agency and Project Descriptions

Project 1

Recipient Agency Name *

Marie Mills Center

Address *

1800 Front St

Tillamook

Oregon



97141

Recipient Agency Contact Name *

Ron Rush

Recipient Agency Contact Title *

Executive Director

Recipient Agency Contact Email Address *

ron@mariemillscenter.com

Recipient Agency Contact Telephone No. *

(503) 842-2539

Project Title *

STF Operating Support for Marie Mills Center

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Project Description *

See attached subrecipient application.

Total STF funds awarded to project *

\$35,321.00

Project Type *

Operating

✖ Project 2

Recipient Agency Name *

Tillamook County Transportation District

Address *

3600 Third Street, Suite A

Tillamook

Oregon

97141

Recipient Agency Contact Name *

Douglas Pilant

Recipient Agency Contact Title *

General Manager

Recipient Agency Contact Email Address *

dpilant@tillamookbus.com

Recipient Agency Contact Telephone No. *

(503) 842-3115

Project Title *

TCTD Operating Support

Project Description *

STF monies will be transferred to the TCTD general fund to support the District's administration of STF monies and transit operations. TCTD provides general public dial-a-ride, deviated fixed route and intercity services throughout Tillamook County and to Lincoln City, Cannon Beach, Salem and Portland.

Total STF funds awarded to project *

\$100,079.00

Project Type *

Operating

+ Add Project

31

Project Totals

\$135,400.00

Fund Allocation

Total STF Fund Allocation

\$135,400.00

Funds Disbursed Per Year

\$67,700.00

Funds Disbursed Per Quarter

\$16,925.00

G. Submitting Your Application

- Click the "Save" button to save your work. A link to the application will appear that you can copy for future reference. Or, you can enter your email address to have the link emailed to you.
- Attach any supporting documents using the "Upload" button or by dragging documents from your computer to the "drag files here" area.
- Electronically sign your application by using the pen icon. Type your name in the "Printed Name" section.
- Submit your application by using the "Submit Application" button.
- IF YOU DO NOT RECEIVE AN EMAIL RESPONSE, PLEASE CONTACT US IMMEDIATELY AT 503-986-3300 OR ODOTPTDREPORTING@ODOT.STATE.OR.US.

Supporting Documents (Optional)



or drag files here.



[Marie Mills Center Inc STF Application FY 2021-23.pdf](#)

126.96 KB



The person signing this form must have the legal authority to submit the application on behalf of the applicant.

By electronically signing and submitting this form, the agency representative certifies that the information on the application is true and accurate to the best of their knowledge.

Signature *

Printed Name *

Douglas Pilant

Submission Date

1/5/2021

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Submit Application

Save

Section 5310 Application FY 2021-23



Enhanced Mobility of Seniors and Individuals with Disabilities

Applicant Information

I am the Lead (STF) Agency. *

Yes No

Lead (STF) Agency Name *

Tillamook County Transportation District

If you are applying for small urban funds, select that designation from the drop-down.

Lead Agency (STF) Mailing Address (Street or PO Box) *

3600 Third Street, Suite A

Tillamook

Oregon

97136

Application Contact Name *

Douglas Pilant

Application Contact Title *

General Manager

Application Contact Email Address *

dpilant@tillamookbus.com

Application Contact Telephone No.

(503) 842-3115

Name of Person Signing Grant Agreement *

Douglas Pilant

Title of Person Signing Grant Agreement *

General Manager

Email of Person Signing Grant Agreement *

dpilant@tillamookbus.com

Telephone No. of Person Signing Grant Agreement

(503) 842-3115

Lead (STF) Agency Type *

Public

Service Area *

Non-urbanized or Rural area with population of less than 50,000

Lead (STF) Agency Federal EIN *

93-1235175

Lead (STF) Agency Urbanized Zone *

Oregon

Select the type(s) of service that will be supported by this award. Select all that apply. *

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- Open to the general public at all times
- Open to the general public on a space-available basis
- Open only to seniors and individuals with disabilities
- Limited to defined clientele (e.g. residential home)
- Demand Response
- Deviated Route

Are any FTA-funded buildings that your transit agency owns located in a flood zone? * [More information on floodplains](#)

- Yes
- No

Risk Assessment Information

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

- Yes
- No

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

What type of accounting system does your agency use? *

- Manual
- Automated
- Combined

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

- Yes
- No

Did your staff members attend required trainings and meetings during prior grant award cycles? *

- Yes
- No

Was your agency audited by the Federal government in the past two years? *

- Yes
- No

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

- Yes
- No

Fund Allocation

Allocation Amount

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Transit Agency Projects

Transit Agency Project 1

Project Name *

Marie Mills Center Vehicle Preventative Maintenance

Transit Agency Legal Name *

Marie Mills Center Inc.

Agency Mailing Address (Street or PO Box) *

1800 Front Street

Tillamook

Oregon

97141

Transit Agency DBA Name (Optional)

Marie Mills Center

Federal EIN *

93-0594367

Urbanized Zone *

Oregon

Agency Web Address

mariemillscenter.com

Project Details

Select the project types that you wish to include in your application. Select all that apply.

Project Selection *

- | | |
|--|---|
| <input type="checkbox"/> A. Purchased Service | <input type="checkbox"/> B. Mobility Management |
| <input type="checkbox"/> C. Vehicle Purchase | <input checked="" type="checkbox"/> D. Capitalized Vehicle Preventive Maintenance |
| <input type="checkbox"/> E. Equipment, Signs and Amenities, Shelters | <input type="checkbox"/> F. Facilities: Bus Barns and Other Buildings |

D. Capitalized Vehicle Preventive Maintenance

1. Describe how this project coordinates with other services to provide services to seniors and individuals with disabilities:

Project Coordination Description *

Please see attached Marie Mills Center application.

35

2. Is a Vehicle Preventive Maintenance Plan submitted with your application? A plan reflecting current fleet policies, fleet procedures, and vehicle and lift equipment manufacturer's recommended maintenance schedules is required.

Yes No

3. Number of vehicles included in this preventive maintenance project:

5

4. Project cost and match information:

Total Project Cost *	Match Amount (Total Project Cost x 10.27%)	Grant Amount
6,750	\$693.23	\$6,056.78

5. Describe the source of your local match funds in the field below (examples: funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (examples: next fiscal year, month/year). Please be specific.

Local Match Details *

Marie Mills Center General Fund

6. On what page is project listed in the Adopted Coordinated Plan?

14

7. Date Coordinated Plan adopted:

10/21/2016 

For multiple pages use this box

8. Is this project part of a group of activities or projects that are dependent on each other (for example, bus washing station dependant on facility)?

Yes No

 Transit Agency Project 2

Project Name *

Marie Mills Center Purchased Services Project 36

Transit Agency Legal Name *

Marie Mills Center, Inc

Agency Mailing Address (Street or PO Box) *

1800 Front Street

Tillamook

Oregon

97141

Transit Agency DBA Name (Optional)

Marie Mills Center

Federal EIN *

93-0594367

Urbanized Zone *

Oregon

Agency Web Address

mariemillscenter.com

Project Details

Select the project types that you wish to include in your application. Select all that apply.

Project Selection *

- A. Purchased Service
- B. Mobility Management
- C. Vehicle Purchase
- D. Capitalized Vehicle Preventive Maintenance
- E. Equipment, Signs and Amenities, Shelters
- F. Facilities: Bus Barns and Other Buildings

A. Purchased Service Project

1. Project Title

Project Title *

Marie Mills Center Purchased Services Project

2. Explain how your project is planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when general public transit is either insufficient, inappropriate, or not available:

Project Service Description *

Please see attached Marie Mills Center application

37

3. Estimated number of unduplicated individuals (older adults and individuals with disabilities) this project proposes to support in the biennial grant period:

22

4. Estimated number of one-way rides this project proposes to provide in the biennial grant period:

9,000

5. Project cost and match information:

Total Project Cost *

13,728

Match Amount (Total Project Cost x 10.27%)

\$1,409.87

Grant Amount

\$12,318.13

6. Describe the source of your local match funds in the field below (examples: funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (examples: next fiscal year, month/year). Please be specific.

Local Match Details *

Marie Mills Center General Fund

7. On what page is project listed in the Adopted Coordinated Plan?

14

8. Date Coordinated Plan adopted:

10/21/2016



For multiple pages use this box

14

9. Is this project part of a group of activities or projects that are dependant on each other (for example, a new transit service that requires capital and operating funds)?

Yes No

10. Does your transit agency have an existing contract for transit?

Yes No

If yes, name the contractor. If no, describe how the transit agency will procure the service and name contractor *

CARE, Inc for purchased services and TCTD

30

Transit Agency Project 3

Project Name *

Renovate TCTD Transit Center and Dispatching Centers

Transit Agency Legal Name *

Tillamook County Transportation District

Agency Mailing Address (Street or PO Box) *

3600 Third Street

Tillamook Oregon 97136

Transit Agency DBA Name (Optional)

The Wave

Federal EIN *

93-1235175

Urbanized Zone *

Oregon

Agency Web Address

tillamookbus.com

Project Details

Select the project types that you wish to include in your application. Select all that apply.

Project Selection *

- A. Purchased Service
- B. Mobility Management
- C. Vehicle Purchase
- D. Capitalized Vehicle Preventive Maintenance
- E. Equipment, Signs and Amenities, Shelters
- F. Facilities: Bus Barns and Other Buildings

F. Facilities including Transit Centers, Bus Barns and Transit Agency Buildings

Will this project disturb the ground? If yes, an [environmental worksheet](#) including site map(s) showing placement of each item must be submitted to PTD and approved by FTA prior to payment for any ground-disturbing activities.

Environmental approvals may extend the timeframe of your project, so start early.

Yes No

1. Project Title

Project Title *

39

Renovate TCTD Transit Center and Dispatching Centers

2. Explain why this facility project is needed and how the facility will be used in providing transit service to seniors and individuals with disabilities:

Project Need Description

Tillamook County Transportation District's Downtown Transit Center and Operations Dispatcher Office facilities need to be renovated to meet current and future needs to provide better security, operational efficiency and expand customer service activity opportunities.

3. Facility Project Request

Facilities Description (Major activities, Siting and Right-of-Way, Planning, Architecture, Engineering, Project Management, Construction Contracting, Inspecting and Permitting, Interior Surfaces and Furnishings) *

	Quantity *	Cost Each *	Total	Est. Order Date *	Est. Delivery Date *
100,000	2	\$50,000.00	\$100,000.00	8/1/2021	6/30/2023
	2		Grand Total:		
			\$100,000.00		

+ Add Item

4. Project cost and match information:

Total Project Cost	Match Amount (Total Project Cost x 10.27%)	Grant Amount
\$100,000.00	\$10,270.00	\$89,730.00

5. Describe the source of your local match funds in the field below (examples: funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (examples: next fiscal year, month/year). Please be specific.

Local Match Details *


TCTD General Fund

40

6. On what page is project listed in the Adopted Coordinated Plan?

63

7. Date Coordinated Plan adopted:

10/21/2016 

For multiple pages use this box

8. Is this project part of a group of activities or projects that are dependent on each other (for example, bus washing station dependant on facility)?

Yes No

9. Project Facts: Complete the questions below about your facility project. Please be brief, but thorough, and answer all questions. If your project is tentatively accepted for funding, you may be asked to complete a supplemental application.

A. Total scope of entire facility project *

This project will complete the renovation and repair of the TCTD Operations Center Dispatch Center and the TCTD Downtown Tillamook Transit Center and includes the purchase and installation of modernized office furnishings, communications network and equipment.

B. Portion of project scope applied for in this grant. (If all, state this) *

All

C. Proposed total square feet of facility *

TCTD dispatch office 225 square feet
Transit center office space: 125 square feet

D. Other secured funding sources for this project *

Local matching funds

E. Other anticipated funding sources for this project *

41

None

F. Who are the designated partner agencies for this project? *

n/a

G. Who are the other stakeholders for this project, and how is their support being enlisted? *

n/a

H. Describe how support from local elected officials or bodies has been formally received for this project. *

TCTD Facility Repair & Renovation Plan

I. Describe how the project fits into the regional coordinated plan. *

TCTD Coordinated Human Services Public Transportation Plan - adopted October 21, 2016.

J. Has this project been thoroughly discussed with your Public Transportation Division regional transit coordinator and has the regional transit coordinator been involved with preliminary project planning efforts?

Yes No

K. Has your local Area Commission on Transportation been involved and is it in support of this project?

Yes No

If No, Explain *

The scope and size of this project does not necessitate NWACTION involvement. The TCTD Facility Repair and Renovation Plan is intended to keep the District's facilities in good repair and functional so dispatchers and customer services staff can fulfill their job duties effectively and efficiently.

42

L. Project Milestones: List each of the project's major phases or milestones below. Include associated costs and completion date for each item.

Project Phase / Milestone	Cost *	Est. Completion Date *
✘ Architectural and design planning	\$15,000.00	12/31/2021
✘ Construction management and construction	\$65,000.00	6/30/2023
✘ Purchase and install office furniture, cash vaults and communic	\$20,000.00	6/30/2023
✘		
Total: \$100,000.00		

[+ Add Item](#)

Estimated final completion date of all project activities

Project will be completed by June 30, 2023.

M. Is property for facility owned by your agency or an affiliate body?

Yes No

If an acquisition, has a firm offer been made on this project, and when? *

n/a

N. Has preliminary project planning been accomplished for this project?

Yes No

O. Have requisite local agency planning, zoning, building permits and all approvals been applied for and received for this project?

Yes No **If No, what is the current status of these approvals? ***

Completion expected 3/31/2022

P. Does this project involve changes to any railroad rights of way?

43

Yes No

Q. Have all relevant project documents been attached to your grant application?

Yes No

If Yes, list and describe relevant project document attachments *

n/a

Additional Attachments



or drag files here.

R. Is there any other information you wish reviewers to understand about this project?

Yes No

✳ Transit Agency Project 4

Project Name *

TCTD Customer Service Enhancement Program

Transit Agency Legal Name *

Tillamook County Transportation District

Agency Mailing Address (Street or PO Box) *

3600 Third Street, Suite A

Tillamook Oregon 97136

Transit Agency DBA Name (Optional)

The Wave

Federal EIN *

93-1235175

Urbanized Zone *

Oregon

Agency Web Address

tillamookbus.com

Project Details

Select the project types that you wish to include in your application. Select all that apply.

44

Project Selection *

- A. Purchased Service
- B. Mobility Management
- C. Vehicle Purchase
- D. Capitalized Vehicle Preventive Maintenance
- E. Equipment, Signs and Amenities, Shelters
- F. Facilities: Bus Barns and Other Buildings

B. Mobility Management

1. Project Title

Project Title *

TCTD Customer Service Enhancement Program

2. Explain how your project is planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when general public transit is either insufficient, inappropriate, or not available:

Project Service Description *

The TCTD Customer Service Enhancement Program will expand the District's dispatcher and customer service hours of service and capacity to provide effective customer service activities at the Downtown Tillamook Transit Center. Customer service staff will be assigned to work at the Transit Center 7 days per week while the TCTD dispatcher hours of service will be expanded from 5 AM to 6 PM. Transit Center customer service staff will assist drivers and passengers by selling tickets, passes, providing route and schedule information. Transit Center customer staff will also provide senior citizens, people with disabilities and general public with one-on-

3. Project Type

Select Project Type *

Developing and operating traveler call centers to coordinate travel information, manage eligibility requirements, and

4. Project cost and match information:

Total Project Cost *	Match Amount (Total Project Cost x 10.27%)	Grant Amount
78,041	\$8,014.81	\$70,026.19

5. Describe the source of your local match funds in the field below (examples: funds from your budget, STF funds). If the matching funds are not available now, describe when they will be (examples: next fiscal year, month/year). Please be specific.

Local Match Details *

General Fund

45

6. On what page is project listed in the Adopted Coordinated Plan?

63

7. Date Coordinated Plan adopted:

10/21/2016 

For multiple pages use this box

63, 69, 70, 71, 72

8. Identify the estimated number of customer contacts, customers trained, or mobility products/services produced. Describe the method you will use to measure output from the project:

Project Performance Goals *

Number of people trained to use dial-a-ride and deviated fixed route transit service
Number of new dial-a-ride and deviated fixed route customers
Total one-way dial-a-ride and deviated fixed route trips
Fare revenue by service type
Bus pass sales
Average fare per passenger by service type



Application Totals

Total Section 5310 Project Cost
\$198,519.00

Total Section 5310 Match Amount
\$20,387.90

Total Section 5310 Grant Amount
\$178,131.10


Fund Allocation

Allocation Amount
\$198,519.00

Submitting Your Application

- Click the "Save" button to save your work. A link to the application will appear that you can copy for future reference. Or, you can enter your email address to have the link emailed to you.
- Attach any supporting documents using the "Upload" button or by dragging documents from your computer to the "drag files here" area.
- Electronically sign your application by using the pen icon. Type your name in the "Printed Name" section.
- Submit your application by using the "Submit Application" button.
- IF YOU DO NOT RECEIVE AN EMAIL RESPONSE, PLEASE CONTACT US IMMEDIATELY AT 503-986-3300 OR ODOTPTDREPORTING@ODOT.STATE.OR.US.

Supporting Documents (Optional)

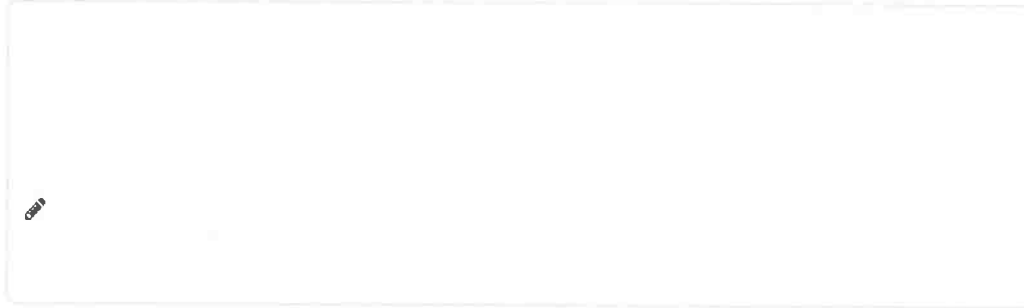
 or drag files here.

46

The person signing this form must have the legal authority to submit the application on behalf of the applicant.

By electronically signing and submitting this form, the agency representative certifies that the information on the application is true and accurate to the best of their knowledge.

Signature *



Printed Name *



Submission Date

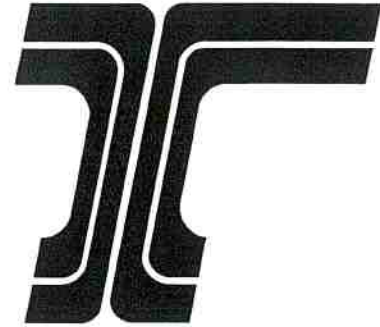
1/10/2021

Submit Application

Save

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Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2021-23

Applicant Information

Agency Legal Name

Tillamook County Transportation District

Agency Legal Address

3600 3rd Street, Suite A, Tillamook, Oregon 97141

Application Contact Name

Douglas Pilant

Application Contact Title

General Manager

Application Contact Email Address

dpilant@tillamookbus.com

Application Contact Phone Number

(503) 842-3115

Name of Person Signing Agreement

Douglas

Title of Person Signing Agreement

General Manager

Email Address of Person Signing Agreement

dpilant@tillamookbus.com

Phone Number of Person Signing Agreement

dpilant@tillamookbus.com

Agency Information

1. Transit Agency Type

Transportation District

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

Yes

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

Fixed Route

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

No

Risk Assessment Information

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

No

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

Yes

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

Combined

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

Yes

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

Yes

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

No

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

Yes

Agency Qualifications

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

Tillamook County Transportation District (TCTD) was established an ORS 267.510 transportation district by the Tillamook County Board of Commissioners in July 1997. The District's Board has legal authority to adopt plans, policies, annual budgets, impose taxes and execute contracts and intergovernmental agreements.

The NW Oregon Connector Alliance (NWOTA) is an intergovernmental agreement (IGA) between 5 NW Oregon transit agencies. NWOTA is managed by a Coordinating Committee, which consists of a transit director from each agency. Please see uploaded Attachment A IGA and Attachment B Bylaws.

NWOTA contracts with TCTD to serve as fiscal manager. NWOTA also contracts with Columbia-Pacific Economic Development District (Col-Pac) to coordinate and manage the NWOTA grant-funded contracts, including the most recent Website and Trip Enhancement Project. Col-Pac provides grant management services throughout NW Oregon region for Community Development Block grant construction projects.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

Yes

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

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

One contractor will be selected through a RFP process.

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

Not applying for 10% match reduction

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

No

Project Information

16.A Project Title

NWConnector Transit Access Project: Phase 2 -- Construction

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 22 of program guidance for additional guidance on writing a project description.

This project will fund design and construction for 3 of the 24 stops identified in the NW Transit Access Project: Stop #7 US 101 (Warrenton), Stop #15 Alder Street (Pacific City), and Stop #20 Northwest Broadway Street (Waldport). The package from the NW Transit Access Project included environmental prospectus, concept designs, narratives, scoping notes, and survey. The project application will finish the engineering portions of the design and construct the facility.

The specific tasks would include the following:

- Project management
- Design
- Permitting
- Plan Review (with applicable roadway owner)
- Construction and Construction oversight.

This project would create ADA accessible infrastructure for established stops along the Northwest Connector route, as well as supporting local transit routes. The jurisdictions supported directly by this service include Warrenton/Astoria, Pacific City/Tillamook County, and Waldport/Lincoln County. However, because these stops connect to transit routes in the Northwest Connector region, the involved origin and destination for the project can likely involve ridership from the entire Northwest Connector region.

The attached concept designs focus on providing adequate transit stop infrastructure for all riders. ADA infrastructure was included in the concept designs and will be included as part of the project. The concepts also detail pedestrian facility connections in order to enhance first-last mile connections for transit riders. Last, because the stops are along established routes and are at existing locations, ridership is

assumed to continue and likely increase if this project was funded.

Current transit stop infrastructure at these stop locations is less than ideal: some locations have a single bench, while others have only a sign and no connecting facility. It is pertinent that these stops are funded and constructed so that transit riders can have the infrastructure to support their journey. These stops were prioritized based on ridership surveys, constructability, local jurisdiction support, and current need for ADA accessible infrastructure.

17. What Local Plans include this project or elements of the project? Be specific in the citation of the Local Plans.

The three stops proposed for funding are located in Clatsop, Lincoln and Tillamook counties. Each of the three transit entities' local plans specifically identify improved transit access, including bus stops, as needed within their systems:

Clatsop County/Sunset Empire Transportation District -- SETD's Coordinated Human Services Transportation plan, adopted October 22, 2020, includes bus stops: "Operation of service must be complemented by information, outreach, safe and secure bus stops, and other elements that support when and where bus routes run." In addition, it notes, "Bus stops - Add bus stop signs to scheduled stops and add bus shelters to high ridership locations." Specific references are on pages 49-50. Transit Access is Goal 5 of the plan. Like the Long Range Comprehensive Transportation Plan, it is posted on the SETD website under the Transportation Plan button at the top of the page.

Lincoln County -- Lincoln County's Coordinated Plan addresses bus stops: "Provide facilities needed to address physical barriers to access and to ensure convenient and safe access to transit services, including curb cuts, bus stops, shelters, and improved signage." Specific references can be found the Coordinated Plan's Strategies 2 & 3, Pages 60-65; in their Transportation Development Plan, Table 1, Page 12; and in their Transportation Development Plan, Transit Service Needs, Page 53-54.

Tillamook County Transportation District -- Both the Long Range Transit Development Plan and Coordinated Human Services Plan includes bus stops as a system infrastructure need: "Increase the number of bus shelters, signage, improve signage." Specific references in the Coordinated Human Services Plan, Adopted 10-21-2016, can be found on Pages 62-63. In the Long Range Transit Development Plan, Adopted 8-16-2016, references are found on Pages 48-50.

The NW Connector Management Plan Goal 1 is "Improve Rider Access and Convenience." Strategies include: Stops and amenities and bus shelters." These references can be found on page 8 of the Management Plan.

18. Please provide specific page(s) of the Local Plan(s) where project or funding need is listed. See above. (This space wasn't large enough to list at all the page references.)

19. What is the minimum grant amount that will still allow your project to proceed?
\$598,035.00

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

STIF Discretionary
STIF Intercommunity Discretionary

21. Rank the fund sources in the order of preference with 1 being first choice and 3 being the last choice.

STIF Discretionary

51

1

STIF Intercommunity Discretionary

2

FTA Section 5311(f) Intercity

No Preference

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

The five-county region covered by the NWConnector includes some of the most heavily traveled highways in rural Oregon. Vehicle traffic, particularly during peak travel times has created significant congestion and related auto, truck, bicycle and pedestrian safety issues. Additional bus stops will add more capacity to the NWConnector system making it easier and more convenient to travel by bus than by vehicle. Local economic development entities indicate that without a significant, concerted effort to reduce the number of visiting vehicles on the North Coast's highways, freight traffic, public safety/emergency services and local residential travel will be severely impacted. From a provider perspective, without convenient and easy access to the NWConnector system, it is difficult to attract and grow ridership. NW Oregon's population generally supports and will use transit if it is accessible, convenient and safe. Strategically placed visual bus stops are key to providing convenient and safe access to transit particularly for populations disproportionately without access to personal transportation. This project will also assist the NWConnector system add needed ADA accommodations at its bus stops.

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

Yes

If yes and funded by 5311f, a [federal environmental worksheet](#) including site map(s) showing placement of each item must be submitted to PTD and, where any federal funding will be used to support the project, be approved by FTA prior to payment for any ground-disturbing activities.

If yes and funded by STIF Discretionary, a [state environmental worksheet](#) including site map(s) showing placement of each item must be submitted to PTD and, where any state funding will be used to support the project, be approved by PTD prior to payment for any ground-disturbing activities.

Environmental approvals may extend the timeframe of your project, so start early.

Optional: Upload draft worksheet here for RTC review.

Pacific City Environmental.pdf

Waldport Environmental.pdf

Warrenton Environmental.pdf

Oregon Transportation Commission Investment Priorities

52

Equity and Public Transportation Service to Low-Income Households

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

The 3 proposed bus stops were specifically chosen to enhance access to the NWConnector by those most in need of transit:

Warrenton--Located at the newest retail development on the North Coast with Walmart, Costco, and the Dollar Store, all retail stores which target lower income populations, employ lower income workers, and have a higher percentage of use of public transit.

Pacific City--Pelican Pub and Brewery and the surround lodging establishments is the largest south Tillamook County visitor destination, The workforce is predominately low income. This stop will provide a connection for workers to other places of employment, and to provide grocery and medical facilities in Lincoln City to the south. In addition, the new stop will be located as a First/Last mile hub where people can access Demand Response and/or Dial-aRide service to access fixed ride service.

Waldport--This stop is going to support the new city loop being operated utilizing other STIF funding. All of Lincoln County is low-income. The stop will support inter-community transport to Yachats/Florence, the Coast to Valley Express and north to Tillamook. City loop includes a medical center, the community food bank, school bus riders, in other words, it is a high use area that will connect with other services. Right next to Ray's Market. Pharmacies. Central to this small rural community.

Coordination of Public Transportation Services

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

The NWConnector is a model example of fully functioning, sustainable and coordinated regional transit system. This request to add new bus stops to the NWConnector system exemplifies this:

- Passenger experience. Riders will have improved access to the NWConnector, improved access to areas within the system that have been identified as high use/high demand, and will be sheltered from the weather and traffic while waiting for the bus. Each bus shelter will also provide system-wide rider information.
- Benefit multiple transit providers. The NWConnector partners deliberately and thoughtfully selected stops in different transit districts, to ensure the overall NWConnector system benefits and grows evenly and universally.
- Involves consolidation, coordination and resource sharing. The additional bus stops will bring in new riders to the NWConnector system, which already includes system-wide easy to use web-based trip planning, a rider transit app that tracks real-time bus travel, transit alerts, coast to valley visitor passes, and coordinated schedules and routes. The bus stops selected were among the top priorities for transit stop additions identified and scoped out in the NWConnector's recent Transit Access Study.

Environmental and Public Health

26. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes.

A key reason for selecting these 3 bus stops is their location in high traffic locations. All are located within

easy walking distance to key shopping areas and/or visitor destinations. The NWConnector's ridership tracking includes not only the number of bus riders, but calculates the number of passenger miles through ridership surveys tracking origin/destination stops. The NWConnector is currently piloting a project with local chambers of commerce to work with lodging operators to promote Car-Free travel, and providing NWConnector trip planning information on how to travel to/from the Coast, up/down the Coast, and locally once at the Coast. The additional bus stops will expand Car-Free traveler's ability to explore, sightsee and shop, while supporting their efforts to reduce greenhouse gas and pollution.

Safety, Security, and Community Livability

27. Describe how the project would increase use and participation in active transportation, including public transportation.

More bus stops = more visibility for public transit = more participation in active transportation. Just walking to the bus stop generally involves more exercise than getting into a car and driving. People will ride the bus if it is convenient and accessible. Adding bus stop in rural areas is essential to attracting ridership, which in turn means those riding the bus are typically becoming more active.

Weather conditions on the North Coast are typically inclement during the weather. Experience has shown that the only way bus riders will get out during inclement weather is if they have a sheltered place to wait for the bus. These bus shelters will make it more attractive to get out in weather conditions that typically don't encourage outdoor activity. The NWConnector stops will also have room for bicyclists to stand undercover, which could encourage people to ride their bikes. Design of the new shelters allows bike repair stations, if there is bicyclist demand.

High percent of older, poorer, and transportation challenged.

Multi-modal

I

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

NW Oregon's highways were built many decades ago before there were large trucks, recreational vehicles and autos. Today, bicyclists and pedestrians and the high volume of vehicles on the relatively narrow highways can be a deadly mix. The new NWConnector bus stops are being located in areas that will attract people (auto drivers, bicyclists and pedestrians) to ride the bus. Shelters will allow safe shelter and room for multiple riders and/or bicyclists with their bikes to wait for the bus, or depart safely. Buses will have safer access on and off the highway.

Visible stops. Inclement weather.

Statewide Transit Network Connections

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

The NWConnector system already connects to the Statewide Transit Network in multiple locations. New stops in south Tillamook County and south Lincoln County will open up connectivity to the City of Florence and further south along the coast. Installation of these 3 bus stops begins the implementation of Phase 2 of NW Oregon's Transit Access Plan which is part of the Statewide Transit Network. In addition, these first 3 stops were selected for build out because they will provide satellite hubs for the NWConnector system, On Demand service, and First/Last mile connections.

Funding and Strategic Investment

54

30. Describe how the project match requirements will be met or exceeded. Describe why investment in this project makes sense from both the perspective of current need and long term Oregon transit needs.

Each of the three transit agencies have committed to their 20% match share of the transit stop being proposed in their county, and have set aside their local match in their current capital improvement budgets. All three agencies are coordinating with their local public works counterparts to ensure that construction of the new stops is done in concert with improving the surrounding public infrastructure. The goal is to have the new bus stops not only benefit and encourage transit ridership, but also benefit the respective County's public works system as well. As an example, the Pacific City bus stop will help to implement the community's Parking Management Plan.

31. If this project will last beyond the 2021-23 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

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

N/a

33. Capital Asset Purchases

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

N/A

Project Details

Task Category
Signs/Shelters Purchase
Project Administration

Signs/Shelters Purchase

Signs/Shelters Request

Item Description	Quantity	Cost Each (Project Cost)	Total Cost	Est. Order Date	Est. Delivery Date
Warrenton Bus Stop	1	\$281,752.00	281,752.00	3/1/2021	6/30/2021
Pacific City Bus Stop	1	\$160,348.00	160,348.00	3/1/2021	6/30/2021
Waldport Bus Stop	1	\$285,444.00	285,444.00	3/1/2021	6/30/2021
Total: 3			Grand Total:		
			727,544.00		

Total Task Cost (Grant Amount + Match Amount) Are matching funds available if the project is

55

\$727,544.00

awarded?
Yes

Percent of funds used for fixed route
transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)
\$582,035.20

Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)
\$145,508.80

Project Administration

Total Task Cost (Grant Amount + Match Amount)
\$20,000.00

Are matching funds if the project is awarded?
Yes

Percent of funds used for fixed route
transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)
\$16,000.00

Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)
\$4,000.00

Application Totals

Match Sources

Match Sources	Amount
Local	\$149,508.80

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

20% Match Rate Calculations

Grant Amount

Match Amount

56

\$598,035.20

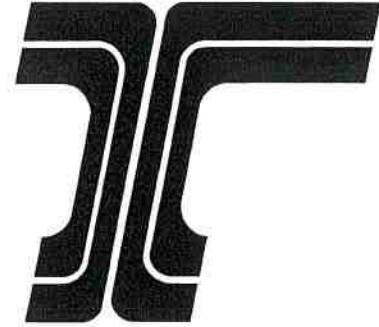
\$149,508.80

Document Upload (Optional)

Attachment A NWOTA Restated IGA_Executed 8-21-18.pdf

Attachment B NWOTA Bylaws&OperatingProcedues (Final 6-14-12).pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2021-23

Applicant Information

Agency Legal Name

Tillamook County Transportation District

Agency Legal Address

3600 Third Street, Suite A, Tillamook, Oregon 97141

Application Contact Name

Douglas Pilant

Application Contact Title

General Manager

Application Contact Email Address

dpilant@tillamookbus.com

Application Contact Phone Number

(503) 842-3115

Name of Person Signing Agreement

Douglas Pilant

Title of Person Signing Agreement

General Manager

Email Address of Person Signing Agreement

dpilant@tillamookbus.com

Phone Number of Person Signing Agreement

503-842-2315

Agency Information

1. Transit Agency Type

Transportation District

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

Yes

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

Fixed Route

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

Yes

3.A Operations costs of

previous quarter
\$93,950.00

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

In 1984 Greyhound discontinued intercity service to the Oregon coast, leaving Tillamook and Lincoln counties without public transportation service to Portland. Several "for profit" transit services attempted to provide this service but were unable to do so profitably. In 1992 the Tillamook County Board of Commissioners appointed the Tillamook County Economic Development Committee to create a public transportation plan to develop a public transportation service in Tillamook County. After more than a year of planning and organizing, Tillamook County adopted a plan and became eligible to receive and was awarded a Section 5311(f) grant to re-establish intercity service to Portland in October 1994. (see uploaded Attachment A)

Initially this new service operated 1 round trip twice a (on Tuesday and Thursday) each week. Over the next 18-years this service has grown and expanded to 2 daily roundtrips 7-days per week, providing service to/from Tillamook, Banks, North Plains, Hillsboro, Beaverton and downtown Portland.

In 2016 the District conducted an "Intercity Enhancement Plan" to improve intercity connections to/from/within Tillamook County and increase opportunities for interlining service with Greyhound and Amtrak. Over the past 18-months TCTD successfully negotiated interline ticketing agreements with both Greyhound and Amtrak. And, this past year TCTD expanded the Coastliner's "holiday service" to include operating on the Memorial, Independence and Labor Day holidays.

This past year TCTD has conducted a local planning process to create a FY 2021-23 STIF Plan. The Plan's public outreach revealed that riders and local residents believe the District's priority should be to provide a 3rd round trip between Tillamook and Portland. (see uploaded Attachment B)

TCTD's FY 2021-23 Coastliner intercity funding application proposal includes funding the planning and operations of a 3rd daily round trip between Tillamook and Portland. This proposal also includes funding for preventative maintenance of the Coastliner's fleet and the purchase of an expansion bus to expand the District's capacity to operate a sustainable service.

Upon execution of the grant agreement TCTD will utilize a planning consultant who will bring together TCTD, Washington County and Ride Connection stakeholders to discuss and agree upon a schedule for the 3rd trip. Once this planning exercise is completed and an operations plan approved, the District will implement the new service by March 2022. While this planning exercise is being conducted TCTD will simultaneously be conducting a bus purchase procurement process. The goal is to purchase the bus in late September 2021 in order for the bus to be delivered in June 2022.

Risk Assessment Information

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

No

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

Yes

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

Automated

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

time?

Yes

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

Yes

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

No

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

Yes

Agency Qualifications

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

Tillamook County Transportation District (TCTD) was established as an ORS 267.510 transportation district by the Tillamook County Board of Commissioners in July 1997. The District is governed by a 7-member Board of Directors who are elected at large. The Board has legal authority to adopt plans, policies, annual budgets, impose taxes and execute contracts and intergovernmental agreements.

TCTD's administrative and operations activities are overseen by the general manager (Doug Pilant) who has 31-years public transportation planning and operations management experience. The administrative staff consists of a finance supervisor, an administrative assistant/board clerk. The District's public transportation services and vehicle maintenance are overseen by the operations superintendent (Brent Olson) who has 19-years transit operations experience and he is assisted by an operations coordinator, dispatchers, and service tech.

An organizational chart has been uploaded as Attachment A.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

Yes

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

No

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

Not applying for 10% match reduction

Predominantly serves or provides access to and from rural communities

Serves an area outside of the applicant's geographic jurisdiction

Fills a significant gap in the Statewide Transit Network

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

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

Yes

Project Information

16.A Project Title

Coastliner - Tillamook to Portland Intercity Service

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 22 of program guidance for additional guidance on writing a project description.

The Coastliner funding request is to operate 3 daily roundtrips 7-days per week. The Coastliner schedule will include stops at the Forest Center, Banks, North Plains, Hillsboro (NW 185th Ave.), Beaverton (Sunset Transit Station) and Portland (Union Station). The Coastliner service will provide approximately 5,350 revenue hours and travel 171,000 revenue miles throughout the FY 2021-23 Biennium. Services are closed on the Thanksgiving, Christmas and New Year's holidays.

This funding request also includes funding to hire a planning consultant to support District staff in finding the maximum number of Amtrak/Greyhound interline connections. And, the planning consultant will also support TCTD staff by facilitating conversations with Washington County and Ride Connection stakeholders to ensure the enhanced Coastliner service meets Tillamook County's needs as well as the residents living in Banks and North Plains.

Finally, the Coastliner funding request right-sizes the District's fleet by purchasing an expansion bus to increase the Coastliner's dedicated fleet to 3 Category B buses.

17. What Local Plans include this project or elements of the project? Be specific in the citation of the Local Plans.

Below are excerpts from Plans adopted by the Tillamook County Transportation District's Board of Directors:

1) "Long Range Transit Development Plan", adopted August 18, 2016

"Implement recommendations from the TCTD Intercity Service Enhancement Plan that can be implemented without significant impacts to TCTD's budget. Some enhancements may have potential funding opportunities that would not impact other TCTD services."

2) "Coordinated Human Services Public Transportation Plan", adopted October 21, 2016

Transportation Service Strategies

"Add additional trip or restructure Portland service to create a wider window for people who need medical diagnostics or procedures."

3) "Intercity Enhancement Plan", adopted October 18, 2018

SERVICE RECOMMENDATIONS

"Route 5 – Tillamook - Portland: [5B] Provide three round trips per day to Portland (morning, midday, and late afternoon/evening) and modify the scheduled times to increase the number of interline opportunities

with Greyhound and Amtrak and increase the practicality of Route 5 for more types of trips (provides more hours in Portland for a daytrip from Tillamook as well as a same day return trip for trips from Portland to Tillamook)."

18. Please provide specific page(s) of the Local Plan(s) where project or funding need is listed.

Long Range Transit Development Plan - Page 58; Coordinated Human Service Plan - Page 61; Intercity Enhancement Plan - Page 5

19. What is the minimum grant amount that will still allow your project to proceed?

\$687,500.00

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

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

21. Rank the fund sources in the order of preference with 1 being first choice and 3 being the last choice.

STIF Discretionary

3

STIF Intercommunity Discretionary

2

FTA Section 5311(f) Intercity

1

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

The consequence of not funding the Coastliner service would be elimination of intercity services to/from Tillamook and Portland. After the "for profit" transportation provider, "Salt Water Shuttle" service failed in 1992 the Tillamook County Board of Commissioners and ODOT Public Transit Division realized a sustainable service between Portland and Tillamook would require a subsidy. This resulted in ODOT providing Tillamook County technical assistance for the County to become eligible to receive Section 5311(f) funding. For more than a year, ODOT's Intercity and Rail Manager, Bob Krebs worked with the County to develop a plan that would be eligible for Section 5311(f) monies. In 1994, Tillamook County was then awarded and Section 5311(f) grant to resume intercity services to Portland.

The Coastliner intercity service provides residents living along the NW Oregon Coast as well as those residents living in western Washington County (the cities of Banks, North Plains) public transportation to access Oregon's Statewide Network. Below is a shortlist of the Coastliner benefits:

- 1) Access to employment, shopping and medical services throughout the Portland Metro Area.
- 2) Interregional connections with Greyhound and Amtrak bus and rail services at Union Station
- 3) Connections to TriMet/MAX services at NW 185th Ave in Hillsboro and Beaverton's Sunset Transit Station that includes MAX services to/from Portland International Airport (PDX).
- 4) Supports NW Oregon's tourism industry by providing out-of-area visitors public transportation to destinations in Tillamook, Lincoln and Clatsop counties.

The District believes there is a latent demand for more transit service and that expanding the Coastliner

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service to include a 3rd daily round trip would increase ridership. Over the past several years TCTD management has heard from drivers, Tillamook County stakeholders, and community leaders in Banks and North Plains there is a demand for a 3rd daily round trip. And, as was previously mentioned, this past year TCTD conducted a community survey of riders and community stakeholders that revealed a 3rd trip to Portland should be the District's highest priority. TCTD is committed to serving the public transportation needs of the cities of Banks and North Plains and will request support from a planning consult to assist in maximizing interregional connections and facilitating discussions with Washington County stakeholders and Ride Connection to best meet their unmet transit demand.

Finally, funding is needed to ensure there's adequate resources for preventative maintenance and to purchase an expansion bus to ensure that drivers and passengers experience safe and reliable transportation services. The District's Coastliner service backup buses consist of four (4) 10-year old Category B buses with more than 500,000 that have already been replaced. These buses are expensive to maintain and are unreliable. Purchasing an expansion bus is necessary to ensure the District has adequate capacity to provide safe and reliable service.

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

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

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

The Coastliner service provides Tillamook and Washington counties low income households and vulnerable populations affordable public transportation to access TriMet/MAX public transportation for employment, shopping and medical services throughout the Portland Metro Area. This service also provides these populations transportation to/from intercity and interregional connections at Union Station and PDX.

The TCTD STIF Plan's Low Income Household Estimate by Census Tract concluded that 40% of all Tillamook County households (4,100) are below the Federal 200% Poverty Guideline. Below is a link to the TCTD Low Income HH Survey:

http://www.nworegontransit.org/wp-content/uploads/2018/10/TCTD-ACS-2016_5-yr-Low-Income-Est-by-Census-Tract.pdf

TCTD periodically conducts onboard travel surveys to develop a customer profile of riders to determine how the Coastliner service is being utilized by customers including Tillamook County's vulnerable populations. Below is a summary of riders being served:

The TCTD onboard travel survey concluded:

- 56% of riders lived in households with an annual income less than \$15,000
- 61% of the riders reported their household with no automobile
- 58.3% reported they would not be able to make the trip unless transit was available

Trip purposes:

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- 39.5% social and recreation
- 22.6% shopping
- 22.1% work
- 9.7% School/college
- 12% Medical

TCTD Fare Policy Analysis

TCTD is conducting a system-wide fare analysis that included an ON/OFF study designed to provide a rider profile. The Study results indicated that 27% of riders transferred from In-County services onto the Coastliner. About 42% of these riders were traveling to Union Station while 28% traveled to Hillsboro and Sunset Transit Station. The study concluded 80% of riders boarding in Portland were traveling to Tillamook. About 28% of these passengers transferred to other services; North County 46% and South County 53%.

The consultants conducting the fare analysis will also be developing fare policy recommendation to address low-income household needs.

Title XI

In 2015 TCTD conducted a Title XI Survey analysis that revealed that bus service to Portland was important for people traveling their for medical appointments and recommended an additional trip to Portland to provide people adequate time during the day to get to their doctor appointments and get home the same day.

Remix files have been uploaded for reference as Attachment E.

Coordination of Public Transportation Services

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

TCTD maintains ongoing coordination with multiple agencies throughout NW Oregon to coordinate services and share resources. Below is a summary of the District's efforts:

Northwest Oregon Transit Alliance (NWOTA):

NWOTA is an Intergovernmental Agreement (IGA) between TCTD, Sunset Transportation Empire District (SETD), Lincoln County Transit (LCT), Benton Rural Services (BRS) and Columbia County Rider (CCR). NWOTA is managed by a Coordinating Committee that consists of each agencies managing director. This Committee meets monthly to coordinate, market and brand the 5 counties collective transit services as a single NW Connector service serving NW Oregon. Below is a link to the NW Connector website. All TCTD routes are highlighted in RED.

<https://www.nworegontransit.org/>

The NWOTA partners maintain a shared website designed to brand the agencies services as a single service. In addition, the website provides a trip planner, featured trip ideas and upcoming events pages. Recently, NWOTA received an STIF Discretionary Grant to enhance its website to that included the GTFS Flex technology to display demand response services. The website also hosts each agency's website to provide visitors easy access to specific information about the transit agency they are interested in learning more about.

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Ride Connection:

TCTD has a Transit Service Agreement with Ride Connection to stop in both Banks and North Plains. The District and Ride Connection actively collaborate and are committed to improving services to these communities. Please see uploaded Attachment D letter of support.

Lincoln County Transit (LCT)

TCTD and LCT have a cost sharing agreement that extends the District's South County - Route 4 service from Neskowin to Chinook Winds in Lincoln City. This service extension has resulted in a 175% ridership increase between Tillamook and Lincoln City. A large percentage of this increase are from riders whose trip originated in Portland and their destination is locations in Lincoln County.

Amtrak/Greyhound

The TCTD ticketing interline agreements with Amtrak and Greyhound enables their passengers to book tickets from anywhere in North America to/from the Oregon Coast.

TriMet:

For the past 19-years TCTD has had an agreement with TriMet to serve the Sunset Transit Center in Beaverton where passengers can transfer to/from MAX/TriMet services to PDX and other Portland area destinations.

Environmental and Public Health

26. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes.

TCTD has an ODOT STIF Discretionary Grant to fund the preparation of a site plan to construct a propane fueling station. The District is also conducting a procurement process to contract with propane company to assist the District in the development of a vehicle conversion and replacement plan to have a 100% propane powered fleet.

The Coastliner service contributes to positive health outcomes in the following ways:

- 1) Provides approximately 10% of the Coastliner trips are for medical related trip purposes.
- 3) Most bus riders are pedestrians or bicyclists. As a result, they get much needed exercise getting to/from their preferred bus stop locations.
- 4) Adding a 3rd trip to Portland would further increase the quantity of benefits listed above.
- 5) Reduces greenhouse gas emissions, reduces pollution and supports positive outcomes in the following ways:
- 6) In 2010-11 the NWOTA partners received a US Department of Energy Grant to organize and brand their respective transit services as a regional service would reduce greenhouse gases. David Evans & Associates developed a model for the NWOTA partners to measure the reduction of greenhouse gases before/after implementation results. The most recent analysis was conducted in 2019 and TCTD has determined the Coastliner represents approximately 30% of the District's fixed route network's passenger miles traveled. The Coastliner's environmental contributions were:

Fossil fuels: 11,572 gallons

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Vehicle Miles Traveled: 564,134
Greenhouse gas emissions: 80 tons

Safety, Security, and Community Livability

27. Describe how the project would increase use and participation in active transportation, including public transportation.

The Coastliner transit service provides NW Oregon Coast and eastern Washington County residents with convenient connections to TriMet/MAX public transportation services at NW 185th Ave and Sunset Transit and connections to Amtrak and Greyhound interregional transportation services at Union Station.

The Coastliner passengers access route and schedule information via the NW Connector website at <https://www.nworegontransit.org/>. This website is a jointly owned by the NW Oregon Transit Alliance (NWOTA), which was awarded an STIF Discretionary Grant to upgrade its website. The website upgrade was completed and went live in July 2020. The upgraded website allows for passengers to perform trip planning more than 60-days in advance and most importantly utilizes GTFS-Flex to allow riders to see what demand response services are available to complete their first/last mile. Last but not least, the procedure for NWOTA member staff to place "SERVICE ALERTS" was vastly improved so that customers will know of service interruptions and status reports in real-time. TCTD is also facilitating a discussion with the NWOTA partners to allow riders to have access to Ride Connection's West Link and demand response services in Banks and North Plains for the residents of those communities to have access to first/last mile services.

All Coastliner buses are equipped with:

- 1) Drivers who are customer service oriented and trained in defensive driving and emergency management
- 2) At least two (2) wheelchair stations for people with mobility impairments can safely travel
- 2) Bicycle racks that carry up to three (3) bicycles so that bicyclist can complete their first/last mile
- 3) Rear storage for passenger luggage to be safely stowed

The NWOTA partners have adopted a 3 and 7 day pass that passengers can use to travel throughout the NW Connector system. In addition, NWOTA has adopted uniform holiday service, bicycle and transporting animal policies to ensure passengers have a seamless riding experience throughout the NW Oregon region.

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

Expansion Bus

This project includes purchasing a propane powered expansion bus to expand capacity of the Coastliner service. There is mounting evidence that propane powered vehicles are more reliable and cheaper to maintain than diesel powered engines requiring DEF systems. DEF systems must be replaced about every 150,000 and 175,000 miles and the cost for a system replacement is between \$15,000 to \$20,000 per replacement. DEF system failures are also difficult to predict and therefore have an adverse impact on service reliability and safety of the driver and passengers on long-distant routes. This project will improve service reliability, reduce preventative maintenance costs as well as reduce the fleets average mileage and age.

Preventative Maintenance

The District has implemented a disciplined vehicle preventative maintenance program to ensure vehicles are in safe and operational condition to avoid unnecessary breakdowns and maintain reliable transit services.

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Communications

TCTD equips all vehicles with 2-way radios to facilitate communication with the TCTD dispatch center. Vehicles are also equipped with internal/external cameras to record incidents that may occur. All buses are also equipped with "merging into traffic" signage and backup cameras and beepers. Finally, TCTD equips buses with GPS trackers to provide riders real time information on TransitApp. These trackers are also used for the dispatchers to track the locations of vehicles while they are traveling to/from locations. The NW Connector website was recently updated. One of the major updates was simplifying the procedures for NWOTA agency's staff to notify customers of service disruptions. This next year TCTD will be implementing the Ecolane SMS Texting module and will also push service alerts to pass

Trained Drivers

TCTD drivers conduct vehicle pretrip inspections prior to it being placed into service. When a driver discovers a defect they notify the on-duty supervisor who provides further guidance such as making arrangements for maintenance to fix the defect or if that isn't possible reassigning a different bus. All TCTD drivers must participate in annual emergency management refresher training that includes properly chaining-up buses in snowy conditions. TCTD also requires drivers with defensive driving training and annual refresher training. Note: TCTD drivers drove more than 4.5 million miles between December 2015 and January 2020 without a preventative accident.

Statewide Transit Network Connections

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

The Coastliner intercity service supports the statewide transit network by providing passengers connections at the following Key Transit Hubs:

- 1) Cannon Beach
- 2) Banks
- 3) Sunset Transit Station
- 4) Union Station

The Key Transit Hubs provide Coastliner passengers connections to multiple transit providers such as TriMet/MAX, Amtrak, Greyhound, Columbia County Rider, Sunset Empire Transportation District, NW Point, and other providers both local and interregional connections..

The Coastliner intercity service connects Tillamook (pop. 5,000) to Banks (pop. 1,865), North Plains (pop. 3,265) to Hillsboro (NW 185th Ave), Beaverton (Sunset Transit Station), and Portland (Union Station). In addition, the Coastliner provides connections to the Oregon Coastal communities of Cannon Beach (pop. 2,000) (Midtown), and Lincoln City (pop. 9,000) (Chinook Winds).

Coastliner passengers traveling to the coast have convenient connections at the Tillamook Downtown Transit Center to Cannon Beach and Lincoln City. Once passengers arrive in Cannon Beach and Lincoln City they have convenient connections to Sunset Empire Transportation District and Lincoln County Transit.

TCTD is planning to collaborate with Ride Connection and Washington County stakeholders to improve connections in Banks. TCTD will implement a 3rd daily round trip that will provide more convenient transfers to the West Link service. TCTD is also facilitating a discussion between its Connector partners and Ride Connector to enable Banks/N Plains residents to see the Ride Connection demand response

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services on the NW Connector website to use demand response services to get to/from the Coastliner service.

Funding and Strategic Investment

30. Describe how the project match requirements will be met or exceeded. Describe why investment in this project makes sense from both the perspective of current need and long term Oregon transit needs.

Tillamook County and ODOT's investment in the Coastliner service has resulted in a lifeline transit service for many residents of the NW Oregon's coastal communities. The Coastliner has also become a reliable connection for out-of-area (North American and Worldwide) visitors and tourists traveling to/from the Oregon Coast.

Over the years the Coastliner has demonstrated a solid return on investment due to the annual farebox return average of 35%. During the peak tourist season the farebox return exceeds 50%. The District recently completed interline ticketing agreements with both Greyhound and Amtrak, which should result in further increases in the Coastliner's farebox return.

Expanding the Coastliner to three (3) daily round trips per day would expand the hours of operation to allow more people the opportunity to get where they need to conduct their business and then travel home on the same day. Many Tillamook County riders and stakeholders have said there would be more riders if the Coastliner service operated earlier in the day and later in the evening. Meanwhile, the District, Ride Connection and Washington County stakeholders also believe this 3rd trip along with schedule modifications would also increase the number of people Banks and North Plains being able to use the Coastliner service.

Finally, TCTD, Ride Connection and Washington County have agreed to reopen discussions to discuss financial support the Coastliner serving Banks and North Plains.

31. If this project will last beyond the 2021-23 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

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

N/A

33. Capital Asset Purchases

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

The District is requesting STIF funding to purchase an expansion bus that will be dedicated to the Coastliner service. The Coastliner service only has 2 dedicated buses and relies upon backup buses dedicated to "The Wave's" In-county bus services. Sharing backup buses has proven to be unsustainable due to the high number of miles each bus must be driven each year. For example, TCTD uses Category B buses that have a lifecycle of 350,000 miles or 7 years. At this time the minimum annual miles per bus is about 58,000, which results in these buses being driven more than 405,000 in a 7-year timeframe. This is unsustainable and an expansion bus is required to ensure safe and reliable transportation.

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Project Details

Task Category

Vehicle Purchase

Preventive Maintenance
 Planning
 Operating

Vehicle Purchase

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

Vehicle Expansion

Will you use the Oregon state price agreement contract?
 Yes

Will this grant award support purchase of a used vehicle?
 No

Vehicles to be purchased

Vehicle ALI	Make/ Model	Quantity	Cost Each	Total	# of seats / # ADA station s deploy ed	# of seats with ADA	Fuel System	Est. Order Date	Est. D elivery Date
11.12.02 Bus STD 35 FT	Freightl iner	1	\$220,000.0 0	\$220,000.0 0	2	24	Propane (LPG)	8/31/20 21	6/30/2 022

Total:
1

Grand
Total:
\$220,000.0
0

Total Project Cost (Grant Amount + Match
Amount)
\$220,000.00

Are matching funds available if the project is
awarded?
Yes

Percent of funds to be used for fixed route
transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF
Intercommunity/5311f (80% State/Fed Share)
\$176,000.00

Match Amount - STIF Discretionary/STIF
Intercommunity/5311f (20% Local Share)
\$44,000.00

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10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$198,000.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$22,000.00

Planning

Total Task Cost (Grant Amount + Match Amount)
\$15,000.00

Are matching funds available if the project is awarded?
Yes

Percent of funds used for fixed route transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$12,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$3,000.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF Intercommunity (90% State Share)
\$13,500.00

Match Amount - STIF Discretionary/STIF Intercommunity (10% Local Share)
\$1,500.00

Operating

Total Task Cost (Grant Amount + Match Amount)
\$852,000.00

Are matching funds available if the project is awarded?
Yes

Percent of funds used for fixed route transportation
100%

Project Task and Match Amounts

50% Match Rate Calculations

Grant Amount - 5311f (50% Fed Share)

Match Amount - 5311f (50% Local Share)

\$426,000.00

\$426,000.00

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF
Intercommunity (80% State Share)
\$681,600.00

Match Amount - STIF Discretionary/STIF
Intercommunity (20% Local Share)
\$170,400.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount - STIF Discretionary/STIF
intercommunity (90% State Share)
\$766,800.00

Match Amount - STIF Discretionary/STIF
intercommunity (10% Local Share)
\$85,200.00

Preventive Maintenance

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

Are matching funds available if the project is
awarded?
Yes

Percent of funds used for fixed route
transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

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

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

10% Match Rate Calculations (For Qualified Applicants)

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

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

Application Totals

Match Sources

Match Sources	Amount
Local	\$416,800.00

71

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

50% Match Rate Calculations

Grant Amount
\$426,000.00

Match Amount
\$426,000.00

20% Match Rate Calculations

Grant Amount
\$941,600.00

Match Amount
\$235,400.00

10% Match Rate Calculations (For Qualified Applicants)

Grant Amount
\$1,059,300.00

Match Amount
\$117,700.00

Document Upload (Optional)

Attachment B STIF Survey Summary 09102020.pdf

Attachment C TCTD Organizational Chart.pdf

Attachment D Ride Connection LOS_Route 5.pdf

Attachment E Remix - Median Household Income.pdf

Attachment E Remix - Minority.pdf

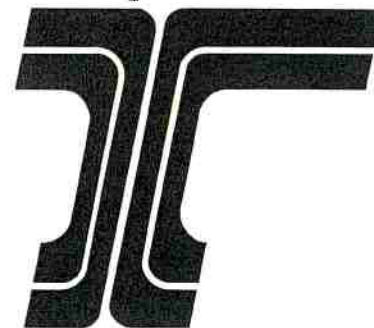
Attachment E Remix - People per Square Mile.pdf

Attachment E Remix - Plain.pdf

Attachment E Remix - Senior.pdf

Attachment A Lets Get Moo-ving.pdf

Oregon Department of Transportation



STIF Discretionary and Statewide Transit Network Application: FY 2021-23

Applicant Information

Agency Legal Name

Tillamook County Transportation District

Agency Legal Address

3600 Third Street, Suite A, Tillamook, Oregon 97141

Application Contact Name

Douglas Pilant

Application Contact Title

General Manager

Application Contact Email Address

dpilant@tillamookbus.com

Application Contact Phone Number

(503) 842-3115

Name of Person Signing Agreement

Douglas Pilant

Title of Person Signing Agreement

General Manager

Email Address of Person Signing Agreement

dpilant@tillamookbus.com

Phone Number of Person Signing Agreement

503-842-3115

Agency Information

1. Transit Agency Type

Transportation District

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

Yes

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

Fixed Route

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

Yes

3.A Operations costs of

73

previous quarter
\$73,157.00

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

ODOT Public Transit Division sponsored a study called, "The Salmon Highway Transportation Options Plan" in 2011 to identify and recommended new transportation options and enhanced transit coordination and connections on the Highway 18/22 corridor between Lincoln City and Salem.

The Plan's transit strategy included establishing intercity transit services thru a partnership between a transportation provider and the Confederated Tribes of Grand Ronde and the Siletz Indians. In 2013, Tillamook County Transportation District (TCTD) agreed to become the projects provider to fulfill the District's historical desire to provide Tillamook County residents a public transportation service to/from Salem and to implement a new NW Connector service between the coast and the Willamette Valley in Salem.

Service began operating the Route 60X - Coastal Connector service in March 2014. Initially the service provided 3-round trips (Monday thru Friday) between Lincoln City and Grand Ronde where riders could conveniently transfer onto the Cherriots Regional 2X service to Salem. On weekends, Route 60X operated 3-round trips between Lincoln City and Salem. In 2016 Salem-Keizer Transit announced they would discontinue operating the Regional 2X to Grand Ronde. TCTD collaborated with the Confederated Tribes of Grand Ronde (CTGR), which resulted in expanding the Route 60X to operate 3 daily roundtrips between Lincoln City and Salem. This new service enhanced service began operations in January 2017. In 2018 TCTD was able to adjust the schedule so that passengers could make convenient connections to Lincoln County Transit services to Newport and TCTD connections to Tillamook.

Over the past 3-years the District has successfully negotiated ticketing interline agreements with both Amtrak and Greyhound that allow passengers the ability to book trips to/from Tillamook and Salem. TCTD has also developed route schedules that provide riders convenient transfers to both Greyhound and Amtrak services in Salem.

Risk Assessment Information

4. Did your agency have any turnover of management or financial staff in the last two years?
No

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

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

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

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

9. Was your agency audited by the federal government in the past two years?
No

74

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

Yes

Agency Qualifications

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

Tillamook County Transportation District (TCTD) was established as an ORS 267.510 transportation district by the Tillamook County Board of Commissioners in July 1997. The District is governed by a 7-member Board of Directors who are elected at large. The Board has legal authority to adopt plans, policies, annual budgets, impose taxes and execute contracts and intergovernmental agreements.

TCTD's administrative and operations activities are overseen by the general manager (Doug Pilant) who has 31-years public transportation planning and operations management experience. The administrative staff consists of a finance supervisor, an administrative assistant/board clerk. The District's public transportation services are and vehicle maintenance are overseen by the operations superintendent (Brent Olson) who has 19-years transit operations experience and he is assisted by an operations coordinator, dispatchers, and service tech.

An organizational chart has been uploaded as Attachment A.

12. Certification of Compliance

By checking this box, the applicant certifies that if they are awarded funding, they will meet and ensure compliance for the term of the agreement with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

Yes

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

No

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

Not applying for 10% match reduction

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

Yes

Project Information

16.A Project Title

TCTD Route 60X: Coastal Connector - Lincoln City-Grand Ronde-Salem

16.B Describe the project to be funded. Clearly describe what the requested fund award would be used to accomplish, detailing the specific tasks and deliverables. Where relevant, identify the origin and destination of the proposed service as well as each municipality visited along the route. Please see page 22 of program guidance for additional guidance on writing a project description.

The Coastal Connector funding request is to operate 3 daily roundtrips 7-days per week between Lincoln City, Grand Ronde, and Salem. The Coastal Connector's schedule includes stops at Rose Lodge, Grand

Ronde Community Center, Spirit Mountain, Salem Amtrak/Greyhound Station and the Downtown Salem Transit Mall. The Route 60X will provide approximately 6,600 revenue hours and travel 226,000 revenue miles throughout the FY 2021-23 Biennium and will be closed on the Thanksgiving, Christmas and New Year's holidays.

This funding request right-sizes the District's fleet by purchasing an expansion bus to increase the Route 60X's dedicated fleet to 3 Category B buses.

17. What Local Plans include this project or elements of the project? Be specific in the citation of the Local Plans.

Salmon River Transportation Options Plan - February 2013

Below are excerpts from Plans adopted by the Tillamook County Transportation District's Board of Directors:

1) "Long Range Transit Development Plan", adopted August 18, 2016

"Implement recommendations from the TCTD Intercity Service Enhancement Plan that can be implemented without significant impacts to TCTD's budget. Some enhancements may have potential funding opportunities that would not impact other TCTD services."

2) "Coordinated Human Services Public Transportation Plan", adopted October 21, 2016

Transportation Service Strategies

"Add additional trip or restructure Portland service to create a wider window for people who need medical diagnostics or procedures."

3) "Intercity Enhancement Plan", adopted October 18, 2018

SERVICE RECOMMENDATIONS

"Route 6 – Coastal Connector - [6G] Extend all three daily trips to Salem to provide interline opportunities with Amtrak and Greyhound throughout the day. Implement the same schedule 7 days per week. Two to three weekday SKT 2X trip could be eliminated due to trips provided by TCTD allowing this to be roughly cost neutral but with funding shifted from SKT to TCTD."

18. Please provide specific page(s) of the Local Plan(s) where project or funding need is listed.

Long Range Transit Development Plan - Page 58; Coordinated Human Service Plan - Page 61; Intercity Enhancement Plan - Page 5

19. What is the minimum grant amount that will still allow your project to proceed?

\$486,500.00

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

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

70

21. Rank the fund sources in the order of preference with 1 being first choice and 3 being the last choice.

STIF Discretionary

3

STIF Intercommunity Discretionary

2

FTA Section 5311(f) Intercity

1

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

The purpose of the Salmon River Travel Option Plan was to establish partnerships to establish a plan to fund intercity transit services between Lincoln City and Salem. The Coastal Connector service is dependent upon funding from ODOT, and the Confederated Tribes of Grand Ronde and the Siletz Indians. Without this funding request the Route 60X service would not exist.

Below is a list of benefits the Coastal Connector provides the residents of Lincoln City and Salem;

- 1) Transportation to/from employment, shopping, education and medical services
- 2) Connections to interregional transit services at the Salem Amtrak/Greyhound Station
- 3) Convenient connections to Lincoln County Transit, Tillamook County Transit Route 4, Yamhill County Transit, SMART, Cherriots-Salem and Cherriots Regional services
- 4) Supports the region's tourist related industry by providing tourist or out-of-area visitors reliable public transportation to/from the coast and entertainment casinos

Finally, funding is needed to ensure there's adequate resources for preventative maintenance and to purchase an expansion bus to ensure that drivers and passengers experience safe and reliable transportation services. The District's Coastal Connector service relies upon backup buses located in Tillamook that consist of four (4) 10-year old Category B buses with more than 500,000 that have already been replaced. These buses are expensive to maintain and are unreliable. Purchasing an expansion bus is necessary to ensure the District has adequate capacity to provide safe and reliable service.

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

No

Oregon Transportation Commission Investment Priorities

Equity and Public Transportation Service to Low-Income Households

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

The Coastal Co service provides low income households and vulnerable populations affordable public transportation along the Hwy 18/22 corridor.

Below is a summary of riders who most likely could be categorized as being a member of the vulnerable population being served by this service.

77

- 83% Would not make the trip unless transit was available
- 39% Annual household income was less than \$15,000
- 56% Senior Citizen or Persons with Disabilities
- 39% Hispanic or tribal members
- 39% No driver license
- 39% No operating vehicle within the household

Trip Purpose

- 44% Social/recreation
- 8% Work
- 3% Medical appointment

Below are a list of Route 60X passenger trip purposes:

- 33% Social/recreation
- 13% Work
- 13% Shopping
- 3% Medical

Route 60X Passenger Profile

- 19% Confederated Tribes of Grand Ronde or Siletz Indians tribal members
- 36% Senior Citizens or Persons with a Disability

When reviewing how this project supports vulnerable population related trips in the onboard customer survey the following themes emerged:

- 1) Passengers use this service to travel to jobs in Lincoln City, Spirit Mountain and Salem. These same passengers travel to their jobs from their homes in Lincoln City, Yamhill County and Salem.
- 2) Several passengers from Grand Ronde rode the bus to grocery shop at Safeway in Lincoln City since there isn't a grocery store in Grand Ronde.
- 3) Lincoln County residents used the bus to get to medical appointments in McMinnville and Salem
- 4) Provides connections to regional and interregional transit services at the Downtown Salem Transit Mall and the Salem Amtrak/Greyhound Station

Remix files have been uploaded for reference as Attachment B.

Coordination of Public Transportation Services

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

TCTD collaborates with multiple agencies to coordinate services and share resources. Below is a description of the agencies TCTD has ongoing collaboration and resource sharing:

Salmon River Highway Travel Options Planning Advisory Committee: The advisory committee consists of members from Yamhill County Transit, Cherriots, TCTD, Lincoln County Transit, the Confederated Tribes of the Siletz Indians (CTSI), and the Confederated Tribes of Grand Ronde (CTGR). TCTD continues ongoing collaboration with these partners when developing and enhancing service enhancements.

78

Northwest Oregon Transit Alliance (NWOTA):

NWOTA is an Intergovernmental Agreement (IGA) between TCTD, Sunset Transportation Empire District (SETD), Lincoln County Transit (LCT), Benton Rural Transit (BRT) and Columbia County Rider CCR). NWOTA activities are overseen by a Coordinating Committee that consists of a managing director of each member agency. The Coordinating Committee meets monthly to coordinate, market and brand the 5 counties collective transit services as a single NW Connector service.

Partnership between TCTD, ODOT, Confederated Tribes of Grand Ronde and the Siletz Indians:

TCTD has been the designated transportation provider and Section 5311(f) grant recipient for the Route 60X service. The Confederated Tribes of Grand Ronde and Siletz Indians provide the projects matching funds.

NWOTA shares a website designed to brand the agencies services as a the NWConnector and provides a trip planner. The website also features Trip Ideas and provides local upcoming event information. Each agency's individual websites are hosted within the website.

TCTD has an interline ticketing agreements with both Amtrak and Greyhound in Salem. TCTD currently has an interline agreement with Greyhound for passengers across North American can book their trips the entire trips to/from Tillamook.

TCTD has an agreement with Cherriots to serve the Downtown Transit Mall. Cherriots has also dedicated a bay at the Downtown Salem Transit Mall.

Environmental and Public Health

26. Describe how this project would go beyond providing an alternative to personal car use to reduce greenhouse gas emissions, reduce pollution, and/or support positive health outcomes.

Prior to the pandemic the Tillamook County Transportation District services were responsible for reducing:

Fossil fuels: 38,572 gallons

Vehicle Miles Traveled: 1,880,445

Greenhouse gas emissions: 268 tons

The Coastal Connector Route 60X represents approximately 18% of the District's fixed route network's passenger miles traveled. The Coastal Connector's environmental contributions were:

Fossil fuels: 6,943 gallons

Vehicle Miles Traveled: 338,480

Greenhouse gas emissions: 48 tons

The Coastliner contributes to positive health outcomes in the following ways:

- 1) Provides approximately 10% of the Coastliner trips are for medical related trip purposes.
- 3) Most bus riders are pedestrians or bicyclists. As a result, they get much needed exercise getting to/from their preferred bus stop locations.
- 4) Adding a 3rd trip to Portland would further increase the quantity of benefits listed above.
- 3) Route 60X supports positive health benefits by providing approximately 3 to 5 percent of riders transportation to/from medical appointments. Additionally, riders walk and bicycle to/from bus stops which promotes physical activity.

79

4) TCTD is planning to purchase a propane powered replacement bus. Propane fuel will reduce gasoline powered vehicle greenhouse gases by 24% and Carbon Monoxide by 60%. Since this will replace a diesel bus the reduction will be even greater.

Safety, Security, and Community Livability

27. Describe how the project would increase use and participation in active transportation, including public transportation.

The Route 60X increases the usage and participation in active transportation for intercity transit, regional transit, bicycling/walking to/from public transportation.

Each year there are more than 20,000 bicyclists who visit the Oregon Coast. Many of these bicyclists use the Route 60X to travel to/from Salem as well as other out-of-area destinations. NWOTA partners are also active participants in updating the ODOT Oregon Coast Bicycle Plan. Moreover, NWOTA partners recently adopted a NW Connector (system-wide) bicycle policy to ensure there is a uniform policy throughout the NW Oregon region for passengers traveling with bicycles. Next, NWOTA advertises each year on the BikePortland.org website. Finally, the NWOTA partners recently adopted a 5-county Bicycle Policy to ensure that bicyclists will experience a uniform bicycle policy when traveling throughout NW Oregon. A copy of the bicycle policy has been uploaded for review.

For the past several years, Oregon's coastal communities have been focused on how to manage the impact of tourism traffic congestion in their communities. Public transportation and alternative transportation modes such as bicycling have been recognized a pieces of the solution. This year's Tillamook Coast Visitor Guide is dedicating 2 full-size pages to feature the NW Connector service free of charge to NWOTA. These 2 pages will explain to visitors "What is the NW Connector" and "how to plan your trips" using the Connector service. The Guide has a distribution of 80,000 guides throughout NW Oregon.

Finally, NWOTA develops and implements an annual marketing campaign to promote the NW Connector service and build brand awareness.

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

The purchase a propane powered replacement bus will improve the safety, cost effectiveness, efficiency and reliability of the Route 60X service by reducing preventative maintenance costs, reducing the fleets average mileage and age. This investment

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

Expansion Bus

This project includes purchasing an expansion bus to expand capacity of the Coastal Connector service. Purchasing an expansion bus will ensure service reliability, reduce preventative maintenance costs as well as reduce the fleets average mileage and age.

Preventative Maintenance

The District has implemented a disciplined vehicle preventative maintenance program to ensure vehicles are in safe and operational condition to avoid unnecessary breakdowns and maintain reliable transit services.

80

Communications

TCTD equips all vehicles with 2-way radios to facilitate communication with the TCTD dispatch center. Vehicles are also equipped with internal/external cameras to record incidents that may occur. All buses are also equipped with "merging into traffic" signage and backup cameras and beepers. Finally, TCTD equips buses with GPS trackers to provide riders real time information on TransitApp. These trackers are also used for the dispatchers to track the locations of vehicles while they are traveling to/from locations. The NW Connector website was recently updated. One of the major updates was simplifying the procedures for NWOTA agency's staff to notify customers of service disruptions. This next year TCTD will be implementing the Ecolane SMS Texting module and will also push service alerts to passengers who sign up for the texting alert service.

Trained Drivers

TCTD drivers conduct vehicle pretrip inspections prior to it being placed into service. When a driver discovers a defect they notify the on-duty supervisor who provides further guidance such as making arrangements for maintenance to fix the defect or if that isn't possible reassigning a different bus. All TCTD drivers must participate in annual emergency management refresher training that includes properly chaining-up buses in snowy conditions. TCTD also requires drivers with defensive driving training and annual refresher training. Note: TCTD drivers drove more than 4.5 million miles between December 2015 and January 2020 without a preventative accident.

Statewide Transit Network Connections

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

The Coastal Connector intercity service supports the statewide transit network by providing passengers connections at the following Key Transit Hubs:

- 1) Salem Amtrak/Greyhound Station
- 2) Downtown Salem Transit Mall
- 3) Grand Ronde

The Key Transit Hubs provide Coastal Connector passengers connections to multiple transit providers such as YCTA, SMART, Cherriots-Salem, Cherriots Regional, Amtrak, Greyhound and Point services to regional and interregional connections. The YCTA connector provides riders transportation to McMinnville, Newburg, Hillsboro and Tigard. The Cherriots Regional connections provide riders with transportation to rural communities of Marion and Polk counties while the SMART service provides transportation to Woodburn and Wilsonville.

The Coastal Connector intercity service route connects Salem, Grand Ronde, and Lincoln City. From Lincoln City passengers also have connections north to Tillamook on TCTD Route 4 and south to Newport on Lincoln County Transit.

Funding and Strategic Investment

30. Describe how the project match requirements will be met or exceeded. Describe why investment in this project makes sense from both the perspective of current need and long term Oregon transit needs.

The Coastal Connector is funded through partnership with ODOT, TCTD and the Confederated Tribes of Grand Ronde and the Siletz Indians. Historically, prior to the pandemic fare revenue represents about 15% of the revenue.

81

31. If this project will last beyond the 2021-23 biennium, describe the plan for ongoing funding including match. If not applicable, type N/A.

N/A

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

N/A

33. Capital Asset Purchases

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

The District is requesting funding to purchase an expansion bus that will be dedicated to the Coastal Connector service. The Coastliner service only has 2 dedicated buses and relies upon backup buses dedicated to "The Wave's" In-county bus services. Sharing backup buses has proven to be unsustainable due to the high number of miles each bus must be driven each year. For example, TCTD uses Category B buses that have a lifecycle of 350,000 miles or 7 years. At this time the minimum annual miles per bus is about 58,000, which results in these buses being driven more than 405,000 in a 7-year timeframe. This is unsustainable and an expansion bus is required to ensure safe and reliable transportation.

Due to the high mileage driven each year the Category B buses used for this service rapidly reach their expected life expectancy within 2 to 3 years. Therefore, this proposal includes an expansion bus for this service. The current fleet consist of 2 buses (300 and 301) that have more than 550,000 and 505,000 respectively. TCTD received a grant to replace the bus originally assigned to this service (Bus #301) and has reassigned Bus #300 to Lincoln City to reduce the number of miles being accumulated on Bus #301. TCTD has completed the procurement process and placed an order for the Bus #301 replacement. However, due to COVID-19 related plant closure and vehicle part supply chain disruptions the delivery date has been postponed to the Spring of 2021. As a result, since both Bus #'s 300 and 301 will accumulate excessive additional miles making the funding request for a backup bus necessary to support this project.

Project Details

Task Category

Vehicle Purchase

Preventive Maintenance

Operating

Vehicle Purchase

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

Vehicle Expansion

Vehicle Expansion

Will you use the Oregon state price agreement contract?

Yes

Will this grant award support purchase of a used vehicle?

No

Vehicles to be purchased

02

Vehicle ALI	Make/ Model	Quantity	Cost Each	Total	# of seats / # ADA station s	# of seats with ADA deploy ed	Fuel System	Est. Order Date	Est. D elivery Date
11.12.02 Bus STD 35 FT	Freightl iner	1	\$220,000.0 0	\$220,000.0 0	2	24	Diesel (D)	8/31/20 21	6/30/2 022

Total:
1

**Grand
Total:**
**\$220,000.0
0**

Total Project Cost (Grant Amount + Match Amount)
\$220,000.00

Are matching funds available if the project is awarded?
Yes

Percent of funds to be used for fixed route transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

Grant Amount - STIF Discretionary/STIF Intercommunity/5311f (80% State/Fed Share)
\$176,000.00

Match Amount - STIF Discretionary/STIF Intercommunity/5311f (20% Local Share)
\$44,000.00

Operating

Total Task Cost (Grant Amount + Match Amount)
\$493,000.00

Are matching funds available if the project is awarded?
Yes

Percent of funds used for fixed route transportation
100%

Project Task and Match Amounts

50% Match Rate Calculations

Grant Amount - 5311f (50% Fed Share)
\$246,500.00

Match Amount - 5311f (50% Local Share)
\$246,500.00

20% Match Rate Calculations

83

Grant Amount - STIF Discretionary/STIF Intercommunity (80% State Share)
\$394,400.00

Match Amount - STIF Discretionary/STIF Intercommunity (20% Local Share)
\$98,600.00

Preventive Maintenance

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

Are matching funds available if the project is awarded?
Yes

Percent of funds used for fixed route transportation
100%

Project Task and Match Amounts

20% Match Rate Calculations

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

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

Application Totals

Match Sources

Match Sources	Amount
Local	\$312,000.00

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

50% Match Rate Calculations

Grant Amount
\$246,500.00

Match Amount
\$246,500.00

20% Match Rate Calculations

Grant Amount
\$634,400.00

Match Amount
\$158,600.00

84

Document Upload (Optional)

Attachment A TCTD Organizational Chart.pdf

Attachment B Remix - Median Household Income.pdf

Attachment B Remix - Minority.pdf

Attachment B Remix - People per Square Mile.pdf

Attachment B Remix - Plain.pdf

Attachment B Remix - Senior.pdf