

The Loop - Morrow County Public Transit
Special Transportation Fund (STF) • Advisory Committee Agenda

April 19th, 2022 at 3:00 pm
Irrigon Government Center – Don Adams Conference Room
215 NE Main Irrigon, OR 97844

See Virtual Meeting Information on Page 2

- 1. Call to Order, Welcome and Roll Call**
- 2. Public Comment**
- 3. Approve Minutes**
 - a. January 18, 2022
- 4. Update - Transportation Coordinator, Katie Imes**
 - a. Ridership/Drivers
 - b. Budget
 - c. Infrastructure Improvement & Jobs Act Update (IIJA)
 - d. 5310 Grant Application (Submitted Feb. 14th)
 - e. 5339 Facilities Grant Application (Submitted Feb. 28th)
 - f. 5339 Vehicle Replacement Grant Application (Submitted Feb. 28th)
 - g. Covid Relief Application Review (Due May 2nd)
 - h. Rural Veterans Healthcare Transportation (ODOT) Awarded \$55k
- 5. Other Business**
 - a. STF Committee Membership – seven active members, three vacancies
 - b. STF/STIF Consolidation – Work Session: New By-Laws & Update Committee Membership
 - c. Coordinated Human Services Transportation Plan Update

Next Meeting:

July 19th, 2022 Location: Boardman City Hall?

Adjourn

The meeting location is accessible to persons with disabilities. A request for an interpreter for the hearing impaired or for other accommodations for persons with disabilities should be made at least 48 hours before the meeting to Katie Imes at 1-844-676-5667 or 541-676-5667

Virtual Meeting Information

Morrow County is inviting you to a scheduled MS Teams meeting.

To Join the Meeting, You Must Open the Calendar Invite or On at The Following Link

<https://www.co.morrow.or.us/theloop/page/special-transportation-fund-statewide-transportation-improvement-fund-advisory>

Click On The MS Teams Link.

Topic: STF/STIF Quarterly Advisory Committee Meeting

Time: April 19, 2022, 03:00 PM Pacific Time (US and Canada)

Microsoft Teams meeting

Join on your computer or mobile app

[Click here to join the meeting](#)

[Learn More](#) | [Meeting options](#)

The Loop - Morrow County Transportation
Special Transportation Fund (STF) • Advisory Committee Agenda
January 18th, 2022 at 3:00 pm

Bartholomew Building – Lower Conference Room
110 N. Court St. • Heppner, Or.

1. Call to Order, Welcome and Roll Call

Call to Order at 3:03 pm

Roll Call

Aaron Palmquist
Kerry Hawley
Debbie Ahaljani
Karen Pettigrew
George Nairns
Sheryll Bates
Katie Imes
Heidi Turrell
Absent: Stephanie Case

2. Public Comment

No Public Comment

3. Approve Minutes

a. October 19th, 2021

Aaron motion to approve
George 1st motion to approve Sheryll 2nd motion.
Approved: 3:06

4. Election of Chair and Vice-Chair

Chair: Aaron Palmquist, Sheryll 1st motion approve, George 2nd
Motion Approved
Vice Chair: George Nairns, Sheryll 1st motion to approve, Karen 2nd
Motion Approved

5. Update -Transportation Coordinator, Katie Imes

a. Ridership/Drivers

b. Budgets

Budgets will track State & Federal Separately.
Aaron: Label the Budget, Dial a Ride, Fixed Route, Etc
Also add Grant # to agenda items

c. Projects:

i. New Round of Covid-19 Relief Funding – Hazard Pay

Another round of COVID relief is coming to continue hazard pay.

- ii. **New Handicap Van delivered - Grant #35077**
2021 Chrysler Voyager
Vehicle was purchased through the STIF Fund. Partial Wrap
Different wraps between services.
- iii. **Weekly Shopper – STF Funded**
Weekly Shopper is doing great.
Can we be looking into doing a Radio Advertisement?
Debbie: Can we change the brochure, just add the destinations and not necessarily the times? The beginning of the month it takes longer at Walmart, have to pick up meds and get groceries. We can also ask other riders for their opinions with a survey card
- iv. **iTransit tablets and software installed – STIF Plan**
Software is not working yet
- v. **Pivot Architecture Contract - Grant #35074 & STIF Plan**
Just approved, for services for site selection and bus facilities, Facility to be located in Boardman
- vi. **RFP – Human Services Coordinated Transportation Plan Update/Rewrite - Grant #35133**
For Human Services Coordinated Transportation Plan, Our Involvement will be very important.
- vii. **TSP update – Planning Commission Jan. 25th 2022 – STIF Plan**

6. Other Business

- a. **STF Committee Membership – four vacancies to be filled**
New member Kerry Hawley, and Debbie Khaljani
Betty Gray Retired
- b. **5310 Discretionary Grant Application – Project Recommendation – Demand Response Driver Wages**
Drivers can have only so many hours. Fixed route will be a full time position.
Have an applicant from Ione, waiting on results.
Funding comes from State & Federal 5310 Grant
Aaron – Reservation about the STF grant giving raises locks us in, Stipend bonus instead of a raise, a hiring bonus. Hazard pay is an extra \$2/hour.
Karen – Only worry is to pay taxes on a bonus.
Driver Wages: Hiring Bonus, Bonus every 6 months, Bonus every year?
How do we keep our drivers, looking into incentives and bonuses?
Look at other transportation companies, what are their wages, do they have hiring bonus's?
5310 Grant is open to demand response drivers wage with a closing date of Feb 14th.
- c. **IIJA Funding, Infrastructure, Investment, Jobs Act.**
Provide an Update at our Next Quarterly Meeting.

Next Meeting:

April 20th, 2022 3pm in Irrigon at the Government Center

Adjourn:

Meeting adjourned at 3:52

TOTAL QUARTERLY RIDES, CANCELLATIONS & DENIALS
January to March 2022

January 2022					
City	Rides	Other Ride Data			
Boardman	59	Cancellations	34	Vet	11
Irrigon	143	Denied	9	Vet	1
Heppner	122	Non Ambulatory Rides		188	
Total	324	Veteran Rides		29	

February 2022					
City	Rides	Other Ride Data			
Boardman	47	Cancellations	14	Vet	1
Irrigon	212	Denied	7	Vet	1
Heppner	60	Non Ambulatory Rides		179	
Total	319	Veteran Rides		123	

March 2022					
City	Rides	Other Ride Data			
Boardman	49	Cancellations	70	Vet	5
Irrigon	212	Denied	23	Vet	8
Heppner	133	Non Ambulatory Rides		234	
Total	341	Veteran Rides		100	

QUARTERLY TOTALS					
TOTAL RIDES			984		
TOTAL NON AMBULATORY RIDES			601		
TOTAL VETERAN RIDES			252		
TOTAL CANCELLATIONS			118	Vet	17
TOTAL DENIED			39	Vet	10

CURRENT DRIVERS

HEPPNER
Jesse Husband
Donnie McNeil
IRRIGON
Bobbie Veatch
Brenda Aliangan
Connie Shultz
Ron Aliangan

BOARDMAN
Phyllis Gilbertson
John Blazer

CONTRACTED SERVICES
Kayak Irrigon Riders Service Days

178
Good Shepard Carevan Trips

N/A

Morrow County - The Loop Budget

216 - Special Transportation Fund

Transportation Fund Summary as of March 31st, 2022
For Fiscal Year 2021/2022

Starting Account Balance	\$	536,772.99
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REVENUE	Current Budget Amount	YTD Actual Amount
Funding Streams		
STF Funds	\$ 67,700.00	\$ 50,775.00
STF Discretionary	\$ -	\$ -
STIF Funds	\$ 269,786.00	\$ 226,560.00
STIF Discretionary	\$ 507,072.00	\$ 57,152.00
HRTG - Veterans	\$ -	\$ -
Donations	\$ 500.00	\$ 2,383.00
GOBHI	\$ 3,000.00	\$ 7,900.00
Reimbursements	\$ -	\$ -
Total Revenue	\$ 848,058.00	\$ 344,770.00
Investment Earnings	\$ 3,000.00	\$ 2,287.53
Total	\$ 3,000.00	\$ 2,287.53
TOTAL REVENUE	\$ 851,058.00	\$ 347,057.53

EXPENDITURES	Current Budget Amount	YTD Actual Amount
Personnel		
Coordinator	\$ -	\$ -
Dispatcher	\$ 32,990.00	\$ 22,665.90
Part Time Drivers	\$ 194,278.00	\$ 56,044.65
Personnel Benefits	\$ 69,906.00	\$ 16,435.67
Total Personnel	\$ 297,174.00	\$ 95,146.22
Material & Services		
Fuel	\$ 20,000.00	\$ 16,102.26
Operating - Outreach	\$ 7,500.00	\$ -
Maintenance	\$ -	\$ -
Telephone	\$ 6,720.00	\$ -
Lodging and Meals	\$ 2,000.00	\$ -
Registration & Dues	\$ 1,000.00	\$ 1,215.44
Mileage	\$ -	\$ 28.00
Contracted Services	\$ 123,540.00	\$ 9,287.50
Insurance	\$ 15,000.00	\$ -
Software	\$ 1,800.00	\$ 92.19
Electricity	\$ 500.00	\$ 387.06
Drivers Expense	\$ 500.00	\$ -
Office Expense	\$ 1,000.00	\$ 80.00
Training/Mileage	\$ 2,000.00	\$ 200.00
Bus Shed Rent	\$ 1,800.00	\$ 1,350.00
Maint. - Operating	\$ 3,000.00	\$ 1,655.12
Maint. - Vehicle	\$ -	\$ -
Miscellaneous	\$ 500.00	\$ 15.46
Telephone/Data	\$ -	\$ -
Volunteer Drivers	\$ 5,000.00	\$ 350.00
CareVan	\$ 6,500.00	\$ 3,250.00
Fixed Route	\$ 210,000.00	\$ -
MDT's	\$ 2,000.00	\$ 0.30
Surveillance	\$ -	\$ -
Drug & Alcohol	\$ 1,750.00	\$ -
Total Material & Services	\$ 412,110.00	\$ 34,013.33
Capital Outlay		
Equipment	\$ 38,000.00	\$ -
Copier/Desk & Other	\$ -	\$ -
Vehicle	\$ -	\$ -
Total Capital Outlay	\$ 38,000.00	\$ -
TOTAL EXPENDITURES	\$ 747,284.00	\$ 129,159.55

OTHER REQUIREMENTS	Current Budget Amount	YTD Actual Amount
Other Requirements		
Transfer to GF Indirect	\$ -	\$ -
Transfer to Vehicle Reserve	\$ 464,874.00	\$ 12,000.00
Transfer to 5310 - Match	\$ 6,370.00	\$ 1,663.00
Transfer to 5311 - Match	\$ 20,540.00	\$ -
Contingency	\$ 153,907.00	\$ -
Total Other Requirements	\$ 645,691.00	\$ 13,663.00
TOTAL OTHER REQUIREMENTS	\$ 645,691.00	\$ 13,663.00

Ending Account Balance	\$	741,007.97
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Morrow County - The Loop Budget*225 - Vehicle Fund Reserve*

Transportation Fund Summary as of March 31st, 2022
For Fiscal Year 2021/2022

Starting Account Balance \$ **117,634.53**

REVENUE **Current Budget Amount YTD Actual Amount****Funding Streams**

STF Funds	\$	-	\$	-
HRTG - Veterans	\$	-	\$	-
Sale of Equipment	\$	-	\$	-
Reimbursements	\$	-	\$	-
Total Revenue	\$	-	\$	-

Investment Earnings	\$	2,000.00	\$	361.76
Total	\$	2,000.00	\$	361.76

OTHER REQUIREMENTS **Current Budget Amount YTD Actual Amount**

Other Requirements				
Transfer from STF Fund	\$	464,874.00	\$	12,000.00
Transfer from STF Bus Shed	\$	-	\$	-
Transfer from 5311	\$	12,000.00	\$	-
Total Other Requirements	\$	476,874.00	\$	12,000.00

TOTAL OTHER REQUIREMENTS \$ **476,874.00** \$ **12,000.00**

TOTAL REVENUE \$ **478,874.00** \$ **12,361.76**

EXPENDITURES **Current Budget Amount YTD Actual Amount****Capital Outlay**

Equipment	\$	12,000.00	\$	-
Vehicle - Cat C	\$	134,029.00	\$	-
Vehicle - Cat D	\$	281,745.00	\$	-
Vehicle - Cat E	\$	49,100.00	\$	60,386.22
Vehicle Replacement	\$	-	\$	-
Total Capital Outlay	\$	476,874.00	\$	60,386.22

Reserved for Future Expense

Reserved for Future Expense	\$	101,575.00	\$	-
Total Reserve for Future	\$	101,575.00	\$	-

TOTAL EXPENDITURES \$ **578,449.00** \$ **60,386.22**

Ending Account Balance \$ **69,610.07**

Morrow County - The Loop Budget

504 - FTA Grant Fund

Transportation Fund Summary as of March 31st, 2022
For Fiscal Year 2021/2022

Starting Account Balance (July 2021) \$ 37,050.84

REVENUE Current Budget Amount YTD Actual Amount

Funding Streams

STO Operating Grant	\$	-	\$	-
5310 - FTA Grant	\$	62,021.00	\$	39,093.00
5311 - Grant	\$	342,956.00	\$	-
5310 - Dispatch Grant	\$	-	\$	-
HB 2017 Grant	\$	-	\$	-
5304 - Grant	\$	25,000.00	\$	-
HRTG - Vets	\$	40,500.00	\$	29,520.61
5311 Cares	\$	-	\$	92,915.00
Total Revenue	\$	470,477.00	\$	161,528.61

Investment Earnings	\$	1,000.00	\$	427.68
Total	\$	1,000.00	\$	427.68

Transfer from Other Fund				
Trans From STF Match	\$	6,370.00	\$	1,663.00
Trans From STF Match - 5	\$	20,540.00	\$	-
Total Transfer	\$	26,910.00	\$	1,663.00

TOTAL REVENUE \$ 498,387.00 \$ 163,619.29

EXPENDITURES Current Budget Amount YTD Actual Amount

Personnel

Coordinator	\$	45,874.00	\$	31,529.70
Dispatcher	\$	-	\$	-
Personnel Benefits (Includes Hazard Pay for Drivers)	\$	51,730.00	\$	34,586.23
Total Personnel	\$	97,604.00	\$	66,115.93

Material & Services

Fuel	\$	14,668.00	\$	-
Tires	\$	11,800.00	\$	2,016.57
Maintenance	\$	-	\$	-
Publishing	\$	20,000.00	\$	8,398.41
Telephone	\$	9,220.00	\$	4,839.30
Lodging and Meals	\$	2,000.00	\$	-
Registration & Dues	\$	-	\$	-
Mileage	\$	1,000.00	\$	-
Contracted Services	\$	25,000.00	\$	-
Insurance	\$	15,000.00	\$	12,964.35
Software	\$	4,000.00	\$	190.36
RSVP	\$	-	\$	-
Drivers Expense	\$	1,000.00	\$	-
Office Expense	\$	2,500.00	\$	1,705.56
Training/Mileage	\$	1,000.00	\$	-
Maint. - Operating	\$	23,000.00	\$	10,699.02
Maint. - Vehicle	\$	11,800.00	\$	7,504.81
Miscellaneous	\$	3,000.00	\$	-
Contr Serv - Vol Driver	\$	5,000.00	\$	125.00
Contract - Transit	\$	12,000.00	\$	6,000.00
5311 Grant	\$	-	\$	-
Outreach Supplies	\$	5,000.00	\$	262.61
MDT's	\$	-	\$	-
Surveillance	\$	1,500.00	\$	-
Drug & Alcohol	\$	2,750.00	\$	625.00
Total Material & Services	\$	171,238.00	\$	55,330.99

Capital Outlay

Equipment	\$	76,956.00	\$	61,299.00
Office Software	\$	50,000.00	\$	-
STF Vehicle	\$	-	\$	-
Total Capital Outlay	\$	126,956.00	\$	61,299.00

Other Requirements

GF-IND Co	\$	-	\$	-
Transfer to STF	\$	-	\$	-
Transfer to STF Reserve	\$	12,000.00	\$	-
Contingency	\$	138,238.00	\$	-

Total Other Requirements \$ 150,238.00 \$ -

TOTAL EXPENDITURES \$ 546,036.00 \$ 182,745.92

Ending Account Balance \$ 17,924.21

Infrastructure Investment and Jobs Act Investments in the Statewide Transportation Improvement Program

All figures are estimates of additional funding provided under the IIJA and cover the six years of the 2021-2024 and 2024-2027 Statewide Transportation Improvement Program (federal FY 2022-2027). Flexible Funds are specific amounts approved by the Oregon Transportation Commission. Dedicated Program funding levels will depend on actual funding appropriated by Congress and apportioned by the Federal Highway Administration. FY 2027 funding is estimated conservatively due to the expiration of the IIJA in FY 2026.

Program	Amount in Millions
<i>Flexible Funds</i>	
Enhance Highway	\$50
Fix-It	\$75
Great Streets	\$50
Safe Routes to School	\$30
Innovative Mobility Pilot	\$5
Local Climate Planning	\$15
Maintenance & Operations	\$40
ADA Accessibility	\$100
Match for Federal Competitive Grants	\$40
Business & Workforce Development	\$7
<i>Dedicated Programs</i>	
National Electric Vehicle Infrastructure	\$52
Carbon Reduction Program	\$85
State Bridge	\$192
Local Bridge	\$111
PROTECT	\$100
All Roads Transportation Safety	\$67
Community Paths/Transportation Alternatives	\$39
Congestion Mitigation & Air Quality Improvement (CMAQ)	\$11
Surface Transportation Block Grant (city/county/small MPO)	\$36
Surface Transportation Block Grant (large MPO)	\$38
MPO Planning	\$7
Public Transportation	\$222

FY 2022-24 Section 5310 Discretionary Application

Enhanced Mobility of Seniors and Individuals with Disabilities (For Operations, Mobility Management, Purchased Service, and Preventive Maintenance Projects)

Are you the STF Agency?

☒ Yes

☐ No

If Yes, do you acknowledge that you followed the process for soliciting, reviewing, and prioritizing projects before applying?

☒ Yes

☐ No

Applicant Information

Special Transportation Fund Agency Name

Morrow County

If your agency name does not appear in the list, you can simply type your agency's name in the same box.

Application Contact Name

Katie

First

Imes

Last

Application Contact Title

Transportation Coordinator

Application Contact Email

kimes@co.morrow.or.us

Application Contact Phone Number

(541) 676-5667

Transit Agency Legal Name - (Grant Recipient)

Morrow County

Current Agreements with PTD?

Yes

If your agency name does not appear in the list, you can simply type your agency's name in the same box.

Agency Address

110 N. Court St.

Address Line 1

Heppner

City

Oregon

State

97836

Zip Code

Name of Person Signing Agreement

Jim

First

Doherty

Last

Title of Person Signing Agreement

Commissioner - Chair

Email of Person Signing Agreement

jdoherty@co.morrow.or.us

Phone Number of Person Signing Agreement

(541) 676-5664

Federal Tax ID (EIN)

93-6002308

DUNS Number

010741189

Application Questions

1. Project Title

Demand Response Preventative Maintenance

2. Project Description (Score Value: 15%)

Morrow County Public Transit - The Loop, riders must call to schedule rides through our dispatching office, these hours are Monday - Friday 8 am - 5 pm. Rides are accommodated outside of office hours if scheduled in advance, rides are fare-free. This service will expand access to healthcare, human services, shopping and recreational events. Morrow County residents travel long distances to access medical services outside of Morrow County. The closest specialized medical provider is located in Hermiston, in Umatilla County. Tri-Cities, WA., Hermiston, OR., and Pendleton, OR. are the top three cities that Morrow County residents travel to regularly. Pre-Covid The Loop offered a Monthly Shopping service to Hermiston, Or. Hermiston is the closest city that offers affordable shopping options for medical supplies, pharmacies, groceries and other household supplies. This service was suspended in March of 2020 due to the pandemic. This service was offered to all communities within Morrow County; Heppner, Lexington, Lone, Boardman, and Irrigon. Morrow County is pleased to have recently started a "Weekly Shopper" bus service versus a monthly trip. This service operates every Friday offering different shopping locations in Hermiston where residents can access affordable goods and services. Riders must call the Loop dispatching office to reserve a seat on the bus. (see attached Operating Plan pg. 9-10).

Provide a description of proposed project.

Limit: 2500 Characters

3. Project Need (Score Value: 25%)

This project will ensure our demand response vehicles are kept in good condition per manufacturer's recommendations and that safety standards are met. Services will include; Tire Replacement and change-overs, Oil changes, Battery Replacement, Tune-ups, Wheelchair Inspections, DOT inspections, Other Minor Repairs, and Incidentals. We have included contingency in our ask as we have seen these services increase due to industry shortages. Also, with this funding we would have the opportunity to purchase items in bulk which could help with our material costs. We have included a spread sheet that assisted in determining the preventative maintenance over the next two years. (see attached) If this project is not funded Morrow County will have to utilize other state or federal assistance to further our efforts.

Describe the need for this project. How was this need determined or assessed? If this project did not receive funding, how would this impact your overall service?

Limit: 2500 Characters

4. Outcomes for Seniors and Individuals with Disabilities (Score Value: 30%)

Through our demand response service seniors, people with disabilities and other populations will have access to medical providers, pharmacies, specialized healthcare, human services, shopping and recreational events. This service is vital to so many individuals in our rural communities where travel distances are greater to access these services.

Estimated number of customer contacts is 600 users, customers trained is performed by personal inquires, dispatchers, literature and advertising. 9000 one-way rides are estimated over the next two years, this figure is determined by data reported in OPTIS.

Morrow County is home to 16.8% seniors and 9.8% persons living with a disability, our service to these populations has increased and will continue to based on the 2.14% annual increase seen in Morrow County.

Describe the expected outcomes of this project for seniors, people with disabilities, and other populations. Identify the estimated number of customer contacts, customers trained, products or services produced by this project.

Limit: 2500 Characters

5. Improve Access to Active and Public Transportation (Score Value: 30%)

This project will improve access by providing safe and reliable vehicles. Our demand response program provides essential service that improves quality of life determinants primarily providing transit to medical appointments, we always provides return service to our riders. We want to continue to keep our vehicles in the best running condition possible. Doing so will make it less likely we will have a vehicle stranded alongside the road with passengers on board.

How does this project improve access to active and public transportation? Are schedules or locations being enhanced to help people get to work, school, or appointments and back again? (Examples: added route(s), increased frequency, improved scheduling.)

Limit: 2500 Characters

6. Is this project part of a group of activities or projects that are dependent on each other (for example, a bus purchase that is dependent on receiving operating funds for a specific route)?

No

7. Please explain how this project will directly benefit transportation-disadvantaged communities.

Based on census data from FY 20-21 11.5% of Morrow County residents are low-income, 37.7% are Hispanic or Latino, 12.7% are Veterans, and 9.8% are living with disabilities. Our service is available to all residents living in Morrow County, many of our riders live in low-income housing and RV parks where access to medical services are limited. Morrow County has a lower cost of living which attracts all populations, many of our residents enjoy the rural life in Morrow County and prefer to live here versus close to the urban areas, it is vital to provide access to all our populations choosing to live here, this project will provide safe and reliable vehicles to all these populations who depend on our services.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically marginalized populations.

Limit: 2500 Characters

8. Please describe your community engagement practices in the project's planning process.

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people with disabilities and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user with a disability" this added representation has proved to be a very helpful in engaging all board members.

Our literature is distributed to all Morrow County communities, public facilities, medical providers, senior centers, and veterans department. We have found that word of mouth and our ridership spread the word of our services best. Most people need a face to face conversation to gain understanding and reliability of the service. Planning for this project is done through staff observations - outstanding service needs and the advisory committees feedback as well as our ridership comments and or suggestions. Morrow County has adopted a Human Services Coordinated Transportation Plan that identifies the need to maintain existing service and programs (pg.6-1). We have released an RFP to update this planning document, we hope to start this stakeholder engagement process in March of 2022.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

Limit: 2500 Characters

9. What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that led to this proposal?

Over the last 18 months we have found it challenging to reach people face to face due to the pandemic, our office staff, driving staff, advisory committees, senior center workers, county employees, and ridership have been the primary resources for outreach and education. We do offer virtual access to all our scheduled public meetings. We have increased our publications on the internet and local newspaper, recently a mass mailer was sent out to all Morrow County mailing address (see attached).

Limit: 2500 Characters

Project Detail Questions

If you are requesting grant funds for multiple services, each service should be separated out into its own task.

Task 1

Project Task Title

Demand Response Preventative Maintenance

Project Task Description

Preventative Maintenance for our Demand Response Fleet, total of eight (8) minivans and two (2) 14 passenger cutaways. Services to be performed include; Tire Replacement and change-overs, Oil changes, Battery Replacement, Tune-ups, Wheelchair Inspections, DOT inspections, Other Minor Repairs, and Incidentals. We have included contingency in our ask as we have seen these services increase due to industry shortages. (Attached is a cost analysis spread sheet)

Limit: 2500 Characters

Project Task Type

Preventive Maintenance (11.7A.00)

What is the main type of service that will be supported with this 5310 grant?

- ☐ Complementary Paratransit
- ☒ Demand Response
- ☐ Deviated Fixed Route
- ☐ Fixed Route
- ☐ Fixed Route and Paratransit

Coordinated Plan Information

Describe how this project addresses a need identified in a coordinated plan.

Page Number(s) of project in Coordinated Plan

6-1

Coordinated Plan Adopted Date

9/16/2016

Upload Plan

2016 Morrow County Coordinated Plan FINAL.pdf

Website Link to Plan

https://www.co.morrow.or.us/sites/default/files/fileattachments/the_loop/page/16192/2016_morrow_county_coordinated_plan_final.pdf

Project Budget

Total Project Cost (Match Amount + Grant Amount)

\$48,440.00

Match Amount (20%)

\$9,688.00

Grant Amount (80%)

\$38,752.00

Local Match Information

Enter the match description, source and amount for each type of match being applied to this project task.

Describe the source of your local match funds and the availability of the local match at the time of this submission.	Source	Amount
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Local match will be funded through the Special Transportation Fund (STF)	STF	\$10,000.00
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\$10,000.00

Project Deliverables and Outcomes

Expected Deliverables

10

Enter the expected number of vehicles maintained by this project

Project Scalability Information

Describe how your project could be scaled down to receive a smaller amount of money than your desired request. If your project cannot be scaled down, write N/A

N/A

Limit: 2500 Characters

What is the minimum award amount (Grant share only, not including Match) that will still allow your project to proceed?

\$20,000.00

Application Totals

Total Project Cost
\$48,440.00

Total Match Amount
\$9,688.00

Total Grant Amount
\$38,752.00

Submitting Your Application

Submit your application to PTD by clicking the “Apply” button, attaching any supporting documents.

Additional supporting documents (Optional)

Maintenance Costs for 2 years.pdf

6x9-Postcard Final Sept 24-01.jpg

6x9-Postcard Final Sept 24-02.jpg

The person signing this form must have the legal authority to submit this 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 his or her knowledge.

Signature

Print Name

Jim Doherty Chair Morrow
County

A handwritten signature in black ink that reads "Jim Doherty". The signature is written in a cursive style with a long horizontal stroke at the end.

FY 2022-24 Section 5339 Discretionary Application

Bus and Bus Facilities (Non-Replacement Vehicle Projects Only: Equipment, Facilities, Passenger Shelters, Signs, and Vehicle Expansion Projects)

If you are applying for replacement vehicles under the 5339 Discretionary Solicitation, please use [this link](#).

Applicant Information

Transit Agency Legal Name - (Grant Recipient)

Morrow County

If your agency name does not appear in the list, you can simply type your agency's name in the same box.

Current Agreements with PTD?

Yes

Agency Address

110 N. Court St.

Address Line 1

Heppner

City

Oregon

State

97836

Zip Code

Application Contact Name

Katie

First

Imes

Last

Application Contact Title

Transportation Coordinator

Application Contact Email

kimes@co.morrow.or.us

Application Contact Phone Number

(541) 676-5667

Name of Person Signing Agreement

Jim

First

Doherty

Last

Title of Person Signing Agreement

Commissioner - Chair

Email of Person Signing Agreement

jdoherty@co.morrow.or.us

Phone Number of Person Signing Agreement

(541) 676-5664

Federal Tax ID (EIN)

93-6002308

DUNS Number

010741189

By checking this box, you acknowledge being awarded a 5339 discretionary grant will require developing a FTA-compliant drug and alcohol testing program if one is not already present and annual reporting to the National Transit Database (NTD).

☒ Yes, I acknowledge and understand the reporting requirements.

Are any FTA-funded buildings that your transit agency owns located in a flood zone?

☐ Yes

☒ No

[More information on floodplains](#)

Application Questions

1. Project Title

Phase II & III Boardman Bus Storage/Transit Facility - Project Management

Be specific in your project such as route name, location of project, type of project etc.

2. Project Description (Score Value: 10%)

This project will assist with the Architecture/Engineering consultant fees (typically 20% of construction cost) to construct a Bus Barn with 2-3 bays, One bus bay for bus washing, Office Space for Drivers/Dispatcher, Electric Power Service, Water Service, Solar Power Service, Sewer Service, Security Fencing, Video Surveillance, Asphalt Driveway, Parking and Striping. This project also includes a transit center for passengers to connect to other transit providers. Included in planning is passenger shelter, restroom, ADA accessibility, sidewalks, bike racks, passenger messaging, and a potential park and ride area.

The Bus Barn will house the Buses used for Fixed Route services as follows:

1. Boardman/Port of Morrow-Circulator
2. Arlington-Boardman-Port of Morrow Connector
3. Heppner-Boardman Connector

The project will fund the following tasks:

1. Documentation - Drawings and Specifications
2. Permitting and Bidding
3. Construction Administration - Submittals, Requests for information, Change Management, Site Observations, Pay Application Review and Closeout.

This project will fund the following assessment(s) of or exploration of deliverables:

1. Equity and Public Transportation Service to Low-Income Households
2. Coordination of Public Transportation Services
3. Safety, Security, and Community Livability
4. Environmental and Public Health
5. Statewide Transit Network
6. Sustainable Funding

Provide a description of proposed project.

Limit: 2500 Characters

3. Project Need (Score Value: 30%)

This project continues our efforts of a facility to support the preservation and maintenance of the investments we've made in Morrow County's fleet. Phase II of this project and its timing are critical because of the growing nature of the Morrow County Loop network and the absence of purpose built public transit infrastructure. This application reflects our understanding that facilities projects can be challenging to deliver in a single biennium, even when all the planets align. This project will provide the time consuming tasks of Documentation, Permitting, and Construction Administration. Upon completion, the facility (likely to be located in Boardman, Oregon) will provide critical support to the services we're launching, connecting, and coordinating in Morrow County and beyond. If this project isn't funded, the work and investments that have lead us to this point are at risk. While our vehicles age prematurely and our maintenance costs escalate, partnership in the four to five year opportunity pipeline – with the potential to make this facility a Key Transit Hub – may evaporate or (worse) leave us behind.

Describe the need for this project. How was this need determined or assessed? If this project did not receive funding, how would this impact your overall service?

Limit: 2500 Characters

4. Sustainable Building Practices (Score Value: 30%)

Morrow County is a semi-arid climate with hot summers and cold winters, our goal is to optimize energy performance. Potentially, the project development team will incorporate the following sustainable building practices throughout the design; solar energy, on-site renewable energy generation, water-use reduction, use of low-carbon materials.

How will the applicant incorporate sustainable building practices into the proposed facility such as energy-efficient design, water-saving technology, or use of sustainable building materials? If the facility will be designed to achieve LEED certification, provide an explanation.

Limit: 2500 Characters

5. Improved access to active and public transportation (Score Value: 30%)

This project will enable people to travel regionally and locally for employment, education, healthcare, and more. The transit services we expect to launch in 22-23 will improve accessibility to major employment clusters in the area - in particular, the I-84/I-82/Westland Road area and the Port of Morrow - and will enable critical last-mile connections from regional transit services such as Kayak Public Transit, Greyhound and Del Norte. Our collaborative work with Umatilla County and Kayak Public Transit has identified travel times and transfer times for the Hermiston-Boardman Connector and the Boardman-Port of Morrow Circular. Employees can generally travel between the SAGE Center(Boardman Activity Center) and the Port employers in 10 minutes or less and from the SAGE Center to residential areas in 15 minutes. There will be timed connections at the SAGE Center to the Hermiston-Boardman Connector for both routes, allowing riders to transfer between the services with little wait time.

This project will offer improved access to walking and biking riders, providing similar connections as the SAGE location. We vision a transit center that provides passenger amenities such as; restrooms, covered/enclosed shelter with seating, bike racks, trees and grass that provide shade in the summer months.

How does this project improve access to active and public transportation? For example, does the facility improve safety, allow for increased connections, or enable additional frequencies? Will amenities for biking or walking be enhanced?

Limit: 2500 Characters

6. What is the population area for this project?

Less than 50,000 (Rural)

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

No

8. Please explain how this project will directly benefit transportation-disadvantaged communities.

The 2018 Morrow County/Umatilla County Transit Development Strategy provides pre-pandemic commute data. Approximately 63% of Morrow County's employees live outside the county, with the highest proportion in Umatilla County. In comparison, only 34% of Umatilla County's employees live outside the county. Most workers who work in Morrow County live in the City of Hermiston (11.5%) and most workers who work in Umatilla County live in the City of Pendleton (18%) Why is this information relative to this project? Answer: The Hermiston-Boardman Connector and the Port of Morrow-Boardman Circular will join forces to move transportation disadvantaged populations across our region, providing shift workers access to the Port of Morrow where over 8,000 entry level jobs are available. This project will provide the necessary infrastructure for operating new services, provide secure storage for our fleet, and provide passengers a connection to other transit providers.

Compared to Oregon as a whole, all study areas included in the Hermiston-Boardman Connector/Port of Morrow-Boardman Circular Report have a higher percentage of households with incomes below 100% and 200% of the poverty level and a higher percentage of youth. For a comprehensive look at the underrepresented populations in Morrow and Umatilla counties please see attached report on page 11.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically marginalized populations.

Limit: 2500 Characters

9. Please describe your community engagement practices in the project's planning process.

In June of 2021 Morrow County, Umatilla County and the Confederated Tribes of the Umatilla Indian Reservations (CTUIR) completed a comprehensive planning process to implement new regional transit service. This process generated the Hermiston/Boardman Connector & Boardman/Port of Morrow Circular report. Three Stakeholder events took place in 2021, please see attached report pg.7 Through this planning process Stakeholders from around the region took part in the process.

As a component of the planning process, the Morrow County Loop program will evaluate the applicable impacts on people living in low income or protected populations. These studies will include contextual and cumulative transit and non-transit developments in the area to minimize or mitigate the disparate impacts on protected populations or disproportionate burdens on low income households.

Morrow County Loop program has released an RFP to update our Coordinated Human Services Transportation Plan, this process will continue to guide our program in assessing needs, identifying gaps, reevaluating our priorities and developing solutions to those priorities.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach

to this application any meeting minutes or other materials used for community engagement purposes.

Limit: 2500 Characters

10. What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that led to this proposal?

The outreach process identified the need for transit infrastructure specifically bus stop amenities, bus storage, bus maintenance, and transit centers in major activity areas. See attached report document pages 75 and 77. Based on the American Community 2021 Survey - Morrow County's population is approximately 12,186, Boardman is the largest community with 3,828 residents and offers 8,452 permanent jobs at the Port of Morrow. This input has directed our planning process to build transit infrastructure starting in Boardman. We recently hired a Architecture & Engineering Consultant to help us with site selection and design schematics for a transit facility. Our goal is to be in an activity center that will be visible to the community and provide access to active transportation.

Limit: 2500 Characters

Project Detail Questions

If you are requesting grant funds for multiple services, each service should be separated out into its own task.

Task 1

Project Task Title

New Facility - Project Management Consultant

Include Project Task Type in the title: New Passenger Shelters, New Facility, Signage etc.

Project Task Description

Request for Qualifications will be released to provide project management of a new transit facility in Boardman Oregon. Project management will include the following phases.

Phase II: Documentation; Drawings - document design for permitting, bidding and construction. Identify alternative bid elements for cost control. Specifications - Prepare project manual and specifications. Permitting - secure permits from jurisdictions having authority. Bidding - Coordinate procurement process as required.

Phase III: Construction Administration; Submittals, Requests for Information, Change Management, Site Observations, Review and certify applications for payment, Closeout - review owner's manuals, warranty information and similar closeout documents.

Limit: 2500 Characters

Project Task Type

- ☐ Equipment
- ☒ Facilities (Bus Barns and Other Buildings)
- ☐ Passenger Shelters
- ☐ Signs
- ☐ Vehicle Expansion

What is the main type of service that will be supported with this 5339 grant?

- ☐ Complementary Paratransit
- ☒ Demand Response
- ☐ Deviated Fixed Route
- ☐ Fixed Route
- ☐ Fixed Route and Paratransit

Local Plan Information

Describe how this project addresses a need identified in local and or regional transit plans, such as a transit development plan, capital improvement plan or coordinated plan.

Page Number(s) of project in Local Plan

75, 77

Local Plan Adopted Date

9/15/2021

Upload Plan

Final - POM Circular & Herm. - Board. Connector

Website Link to Plan

https://www.co.morrow.or.us/sites/default/files/fileattachments/the_loop/page/16192/final_-_pom_circular_herm._-board._connector_strategic_report_6-30-21.pdf

Local Match Information

Enter the match description, source and amount for each type of match being applied to this project task.

Describe the source of your local match funds and the availability of the local match at the time of this submission.

Matching funds are identified in the Morrow County STIF Plan	STIF	\$113,000.00
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\$113,000.00

Facility Project Task

Facility Project Requested

Description (500 character limit)	Quantity	Cost Each	Total	Est. Order Date	Est. Delivery Date
Project Management Consultant	1	\$500,000.00	\$500,000.00	7/6/2022	8/24/2022

Total: 1

**Total:
\$500,000.00**

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.

☒ Yes ☐ No

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

Facility Project Details

Total scope of entire facility project

Planning - Collaborative process between Morrow County, Umatilla County, and the Confederated Tribes of the Umatilla Indian Reservation, generating the Hermiston-Boardman/Port of Morrow-Boardman Report.

Phase I - Programming, Feasibility Planning and Site Selection, Environmental, Site and Build Design.

Phase II: Documentation; Drawings - document design for permitting, bidding and construction. Identify alternative bid elements for cost control. Specifications - Prepare project manual and specifications.

Permitting - secure permits from jurisdictions having authority. Bidding - Coordinate procurement process as required.

Phase III - Construction Administration; Submittals, Requests for Information, Change Management, Site Observations, Review and certify applications for payment, Closeout - review owner's manuals, warranty information and similar closeout documents.

Limit: 2500 Characters

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

This portion of the project scope includes the Project Management for Phase II and Phase III.

Limit: 2500 Characters

Proposed total square feet of facility

Approximately 4000 SF Office/Shop Building, 5000 SF Vehicle Shelters.

Other secured funding sources for this project

None at this time.

Other anticipated funding sources for this project

RAISE Grant, FTA - 5339, Local Enterprise Funds

Designated Partner Agencies for this project

N/A

Write N/A if this does not apply.

Limit: 2500 Characters

Other stakeholders for this project and how their support is being enlisted.

Morrow County Public Transit - The Loop enjoys the support of two active and passenger centered Advisory Committees. These members represent Morrow County geographically and by populations throughout the county. Members are given project details at quarterly meetings where their input is received and implemented throughout this process.

Limit: 2500 Characters

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

Morrow County Board of Commissioners adopted a resolution for the Hermiston-Boardman Connector/Boardman-Port of Morrow Circular Plan on September 15, 2021.

Limit: 2500 Characters

Describe how this project fits into the local plan.

This project will support the Hermiston-Boardman Connector/Boardman-Port of Morrow routes by providing passenger connections to other transit providers and provide the Boardman-Port of Morrow Circular a facility to operate, maintain, and securely store our fleet.

Limit: 2500 Characters

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

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

☐ Yes

☒ No

If no, explain why.

Morrow County Public Transit was recently invited to attend our local ACT, but has not yet had the opportunity to engage the members on this project. The ACT is looking for new members, Morrow County will reach out with a letter of interest to participate.

Limit: 2500 Characters

Facility Project Milestones

Project phase/milestone

**Cost Est. Completion
Date**

Phase II - Documentation; Drawings - document design for permitting, bidding and construction. Identify alternative bid elements for cost control. Specifications - Prepare project manual and specifications. Permitting - secure permits from jurisdictions having authority. Bidding - Coordinate procurement process as required.

\$250,000.00

6/30/2023

Phase III - Construction Administration; Submittals, Requests for Information, Change Management, Site Observations, Review and certify applications for payment, Closeout - review owner's manuals, warranty information and similar closeout documents.

\$250,000.00

6/30/2024

Estimated final completion date of all project activities

6/30/2024

Does the agency own the property at issue?

☒ Yes

☐ No

Has preliminary project planning been accomplished for this project?

☒ Yes

☐ No

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?

The Local permitting process will be completed through the consultant performing the project management.

Limit: 2500 Characters

Does this project involve changes to any railroad rights of way? (Answering "Yes" disqualifies project from funding consideration)

☐ Yes

☒ No

Will all relevant project documents be attached with your grant application?

☒ Yes

☐ No

If yes, list and describe relevant project document attachments.

Consultant Scope of Phase I activities, Resolution adopting the Hermiston-Boardman Connector and the Boardman-Port of Morrow Circular Plans.

Limit: 2500 Characters

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

☒ Yes

☐ No

If yes, describe.

TSP Updates - Morrow County recently hired a consultant to update our Transportation System Plan - specifically the transit section. The updates are undergoing public hearings, and are anticipated to be complete this coming summer.

Coordinated Human Services Transportation Plan Update - Morrow County has released an RFP for a consultant to update this plan, we anticipate a consultant to be hired in March, 2022 and begin the stakeholder outreach April-August of 2022.

Limit: 2500 Characters

Facility Project Cost (Match Amount + Grant Amount)
\$500,000.00

Facility Match Amount
\$100,000.00

Facility Grant Amount
\$400,000.00

Application Totals

**Total Project Cost (Match
Amount + Grant Amount)**
\$500,000.00

Total Match Amount
\$100,000.00

Total Grant Amount
\$400,000.00

Submitting Your Application

Submit your application to PTD by clicking the “Apply” button, attaching any supporting documents (such as DCE worksheets).

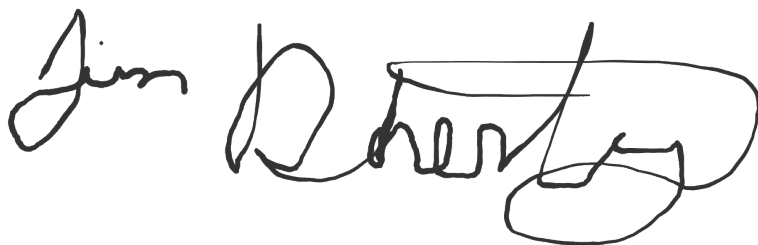
The person signing this form must have the legal authority to submit this application on behalf of the applicant.

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 his or her knowledge.

Signature

Print Name

Jim Doherty Chair Morrow
County

A handwritten signature in black ink, appearing to read "Jim Doherty", is written over a faint, light gray signature line.

FY 2022-24 Discretionary Vehicle Replacement Application

Section 5307 (for select agencies), Section 5339, and STBG Programs

This application is only to be used for vehicle replacement projects under Section 5307, Section 5339, and STBG. Section 5307 will only appear as an option for agencies that are eligible for that program. Application scoring will be based on the TAM Plan state of good repair calculation, as well as regional transit coordinator input. Vehicles that score the lowest (worst condition) will be awarded first.

For the 2022-24 solicitation, replacing gas or diesel powered vehicles with a low-or no-emission type vehicle will be given precedence

If you are applying for an expansion vehicle under the Section 5339 Discretionary Program, please use [this link](#).

Please select all fund sources for which you are applying. Your application will only be considered under the programs you select.

Applicant Information

Transit Agency Legal Name - (Grant Recipient)

Morrow County

If your agency name does not appear in the list, you can simply type your agency's name in the same box.

Current Agreements with PTD?

Yes

Agency Address

110 N. Court St.

Address Line 1

Heppner

City

Oregon

State

97836

Zip Code

Application Contact Name

Katie

First

Imes

Last

Application Contact Title

Transportation Coordinator

Application Contact Email

kimes@co.morrow.or.us

Application Contact Phone Number

(541) 676-5667

Name of Person Signing Agreement

Jim

First

Doherty

Last

Title of Person Signing Agreement

Commissioner - Chair

Email Address of Person Signing Agreement

jdohertry@co.morrow.or.us

Phone Number of Person Signing Agreement

(541) 676-5664

Federal Tax ID (EIN)

93-6002308

DUNS Number

010741189

Please make sure to select ALL fund sources for which you want to be considered. Only those fund sources selected in this section will be used in the scoring for those programs.

For which fund sources are you applying?

☒ Section 5339

Section 5339 Reporting Requirements Acknowledgement

☒ I understand that being awarded a Section 5339 grant will require developing a FTA-compliant drug and alcohol testing program if one is not already present and annual reporting to the National Transit Database (NTD).

☐ STBG

Application Questions

1. Project Title

Demand Response Service - One Category E3 Van

Be specific; include details such as replacing a specific number of buses, the category of buses and the service or route being used on.

2. Project Description

Morrow County Public Transit - The Loop offers transportation to all residents. Riders must call to schedule rides through our dispatching office, these hours are Monday - Friday 8 am - 5 pm. Rides are accommodated outside of office hours if scheduled in advance, rides are fare-free. This project will ensure continued access to healthcare, human services, shopping, and recreational events. Morrow County residents travel long distances to access medical care. The closest specialized medical provider is located in Hermiston, OR. Tri-Cities, WA., Hermiston, OR., and Pendleton, OR. are the top three cities that Morrow County residents travel to regularly. Outside of medical appointments, Hermiston is most frequented for other needs and services such as; affordable shopping options for medical supplies, pharmacy, groceries, and other household supplies.

Provide a description of proposed project.

Limit: 2500 Characters

3. Project Need

One of our demand response vehicles needs to be replaced, this vehicle has surpassed the useful life threshold according to Oregon Department of Transportation - Public Transportation criteria. This vehicle is a daily driver providing the capacity to operate our demand response service. Without funding, the program would be subject to cutting back the frequency of rides available. It is Morrow county's mission to provide safe, reliable transportation and providing vehicles that meet that standard.

Describe the need for this project. How was this need determined or assessed? If this project did not receive funding, how would this impact your overall service?

Limit: 2500 Characters

4. What is the population area for this project?

Less than 50,000 (Rural)

Project Detail Questions

If you are requesting grant funds for multiple services, each service should be separated out into its own task.

Task 1

Select the fund source(s) that are being applied for in this project task.

☒ Section 5339

Project Task Title

Demand Response ADA Passenger Van

Project Task Description

This request supports the purchase of one ADA minivan (one Category E3 van with 5/1 ambulatory to ADA configurations) to deliver service in and around Morrow County. The new vehicle will accomplish our goal of providing the capacity to our passengers that require an ADA vehicle. The specific tasks necessary to accomplish this project include the development of specifications, delivery of a Request for Quotes using the Oregon State Price Agreement, issuance of purchase orders, working with the successful vendor(s) to take delivery of the vehicle, and training staff on the features of the new van.

Limit: 2500 Characters

Project Task Type

Vehicle Replacement

What is the main type of service that will be supported by this replacement vehicle grant?

- ☐ Complementary Paratransit
- ☒ Demand Response
- ☐ Deviated Fixed Route
- ☐ Fixed Route
- ☐ Fixed Route and Paratransit

What is the estimated total number of vehicles in your agency actively used public transportation service as of today?

9

Local Plan Information

Describe how this project addresses a need identified in local and or regional transit plans, such as a transit development plan, capital improvement plan or coordinated plan.

Page Number(s) of Project in Coordinated Plan

6-1,6-2,

Plan Adopted Date

9/1/2016

Upload Plan

2016 Morrow County Coordinated Plan FINAL.pdf

Website Link to Plan

Local Match Information

Enter the match description, source and amount for each type of match being applied to this project task.

PLEASE NOTE: The match amount entered here is only for proof of available match. The application match amount is automatically calculated in the Vehicles to be Purchased section based on the quantity and cost of vehicles.

Describe the source of your local match funds and the availability of the local match at the time of this submission.

Source	Amount
Local Vehicle Reserve Fund	\$6,000.00
\$6,000.00	

Vehicle Replacement Project Task

Vehicles to be Replaced

Year	Make	Model	Vehicle ALI	VIN	# of seats	# of ADA station s	Fuel Type	Current Mileage	Date Mileage Recorded
2016	Dodge	Carevan	11.1X.15 Vans	2C4RDG CG7GR13 4906	7	0	Gas (G)	186,510	12/31 /2021

Condition of Vehicles

VIN	Condition	Explain vehicle maintenance history, right-sizing justification, etc.
2C4RDGCG7 GR134906	Poor	regular preventative maintenance conducted, annual DOT inspections

Will you use the Oregon state price agreement contract?

☒ Yes

☐ No

Vehicles to be Purchased

Vehicle ALI	Quantity	Cost Each	Total	# of seats/ # ADA station s	# of seats with ADA deployed	Fuel Type	Est. Order Date	Est. Delivery Date
-------------	----------	-----------	-------	---	--	-----------	-----------------------	--------------------------

11.12.15 Vans	1	\$60,000.00	\$60,000.00	1	5	Gas (G)	8/31/2022	12/30/2022
		0	0	eg 20/2				
Total:		Total:						
1		\$60,000.00						
Project Task Total								
Section 5339 Project, Match, and Grant Totals								
Task Total Project Cost		Task Total Match Amount		Task Total Grant Amount				
\$60,000.00		\$9,000.00		\$51,000.00				

Application Totals

Section 5339 Project, Match, and Grant Totals

Total Project Cost

\$60,000.00

Total Match Amount

\$9,000.00

Total Grant Amount

\$51,000.00

Based on the application totals, will you have enough match funds to cover the highest match rate awarded?

☒ Yes ☐ No

The highest match rate is 15% with 5339 as a fund source.

Submitting Your Application

After attaching any supporting documents and signing the application, submit your application to PTD by clicking the "Apply" button.

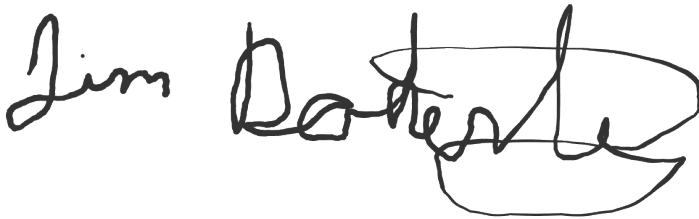
The person signing this form must have the legal authority to submit this application on behalf of the applicant.

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 his or her knowledge.

Signature

Print Name

Jim Doherty Chair Morrow
County

A handwritten signature in black ink that reads "Jim Doherty". The signature is written in a cursive style with a large, stylized "D" and a long horizontal stroke at the end.

Saving Your Application

Click the "Save" button to save your progress. A window will appear prompting you to enter an email address. Cognito Forms will send an email with a link to your form with all the information entered up until that save point.

ODOT COVID Relief Grant Application – FY'23

This solicitation seeks to maintain projects currently being offered by the applicant that may otherwise be at risk while Oregon recovers from the COVID-19 pandemic. It relies on a combination of funding streams apportioned under Section 5311.

PTD will pair successful proposals with the most appropriate resource. Please direct questions about Section 5311 based recipient and project eligibility to your Regional Transit Coordinator.

APPLICANT INFORMATION

Legal Name of Agency*(required)

Morrow County

Phone of Application Contact*(required)

(541) 676-5667

Agency Mailing Address*(required)

P.O. Box 495

Person signing Grant Agreement*(required)

Jim Doherty

Heppner

Title of Person signing Grant Agreement*(required)

Oregon

County Commissioner - Chair

97836

Email Address of Person signing Grant Agreement*(required)**Name of Application Contact*(required)**

Katie Imes

jdoherthy@co.morrow.or.us

Title of Application Contact*(required)

Transportation Coordinator

Phone of Person signing Grant Agreement*(required)

(541) 571-0584

Email Address of Application Contact*(required)

kimes@co.morrow.or.us

Do you have an active 5311 or 5311(f) agreement with ODOT?*(required)

Yes

CAPACITY CERTIFICATION

By checking this box, the applicant certifies that if awarded funding they will meet or maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation; civil rights; labor; insurance; safety and health; and drug and alcohol testing for safety sensitive positions.

By checking this box, the applicant certifies that if awarded funding they will meet or maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation; civil rights; labor; insurance; safety and health; and drug and alcohol testing for safety sensitive positions.

PROJECT DETAILS

If applying for a vehicle, shelter, sign, facility, or equipment purchase, complete the additional tables with details about the project.

Project 1

Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Description of Service

Select the type of service that will be supported by this project. *(required)

Commuter

Complementary

Paratransit

☒ Demand Response (excluding Complementary Paratransit)

Deviated Fixed Route (not described by GTFS)

Fixed Route (excluding commuter and intercity routes)

Intercity

FTA defines intercity as regularly scheduled bus service for the general public which operates with limited stops, over fixed routes, connecting two or more urban areas, not in close proximity; which has the capacity for transporting baggage carried by passengers, and which makes meaningful connections with scheduled intercity bus service to more distant points.

Commuter is defined as service designed primarily to provide daily work trips within local commuting areas and is excluded from the intercity definition as its own separate service delivery mode.

If you operate a deviated route but maintain GTFS data that describes the service, select fixed route.

Are all proposed services funded under this project open to the general public? *(required)

☒ Yes

No

Days of Service *(required)

☒ M ☒ Tu ☒ W ☒ Th ☒ F Sa Su

Question 1: Describe service to be preserved by this proposal. What will the COVID Relief award fund? *(required)

Morrow County Public Transit - The Loop, riders must call to schedule rides through our dispatching office, these hours are Monday - Friday 8 am - 5 pm. Rides are accommodated outside of office hours if scheduled in advance, rides are fare-free. This service provides access to healthcare, human services, shopping, and recreational events. Morrow County residents travel long distances to access medical services outside of Morrow County. The closest specialized medical provider is located in Hermiston, in Umatilla County. Tri-Cities, WA., Hermiston, and Pendleton are the top three cities that Morrow County residents travel to regularly. Pre-Covid The Loop offered a Monthly Shopping service to Hermiston, this service was canceled in March 2020. Morrow County is pleased to have recently started a "Weekly Shopper" bus service versus a monthly trip. This funding will provide an incentive workforce program.

Why is the service important? Please describe the critical areas, schedules, corridors, and connections to other services that will be preserved by the requested investment.

Question 2: What are the specific pandemic related challenges this project seeks to remedy? How does this proposal address increased costs due to COVID-19?*(required)

Due to the pandemic mandates and restrictions all industries have experienced a workforce shortage and a increase in competitive wages. We are finding the workforce market to be highly competitive and more and more companies are offering incentive programs, we understand the importance and need in expanding our program to recruit and retain quality employees. With this funding opportunity we would like to offer a workforce incentive program to help with driver recruitment and retainment as we transition out of the pandemic. The program would consist of a cash bonus to current drivers and newly hired drivers. The program would consist of three opportunities or milestones in which a driver is eligible for a cash bonus.

Question 3: What are the likely impacts if the proposal is not selected for funding?*(required)

The likely impacts will affect our workforce needs and ability to meet public transit demand, this means our residents would have less opportunity to utilize our services that provide crucial access to healthcare, social services, and shopping.

Question 4: Please explain how this project will directly benefit transportation-disadvantaged communities?*(required)

Based on census data from FY 20-21 11.5% of Morrow County residents are low-income, 37.7% are Hispanic or Latino, 12.7% are Veterans, and 9.8% are living with disabilities. Our service is available to all residents living in Morrow County, many of our riders live in low-income housing and RV parks where access to medical services is limited. Morrow County has a lower cost of living which attracts all populations, many of our residents enjoy the rural life in Morrow County and prefer to live here versus close to the urban areas, it is vital to provide access to all our populations choosing to live here, this project will provide safe and reliable drivers to all these populations who depend on our services.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically-marginalized populations.

Question 5: Please describe your community engagement practices in the project's planning process.*(required)

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people living with disabilities, and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user living with a disability" this added representation has proved to be very helpful in engaging all board members.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that lead to this proposal?

EXPENSE DETAILS

Expense Type*(required)

1. Project Administration

X 2. Operations

3. Preventive Maintenance

4. Vehicle Purchase

5. Shelters, Signs, Equipment, Facilities

Is this proposal scalable?

Yes **X** No

Would the award support a service currently or previously operated by the applicant?

X Yes No

Does this project rely on another project being funded?*(required)

X Yes No

Which project must be funded to make this proposal viable?*(required)

Project #2

OPERATIONS

REMINDER: Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Project Description*(required)

Driver Recruitment and Retainment Incentive Program will be a two-part incentive program that allows current drivers and new hires both incentives. Each milestone will award a cash bonus of \$1000, for a total one-time bonus of \$3000

Current Driver Incentive requirements:

1. Driver refers new applicant that meets the job requirements/duties and is hired, including background check and drug testing.

2. New hire completes the required training

3. New hire meets performance goals

New Hire Incentive requirements:

1. New applicant meets the job requirements/duties and is hired, including background check and drug testing.

2. New hire completes the required training

3. New hire meets performance goals, 6 mo. no absenteeism, on time, no-accident

Does this project seek to assist with driver recruitment and/or retention?

X Yes No

Please estimate the annual outcomes of the total project that will be maintained during the term of the grant agreement.

Annual Estimated Rides*(required)	Estimated Driver Hours Per Week Recruited:*(required)
9,000	140
Annual Estimated Service Hours*(required)	Driver FTE Retained/Recruited
3,900	8.00
Annual Estimated Service Miles*(required)	Total Project Cost*(required)
90,000	\$42,000.00
Estimated Driver Hours Per Week Retained:*(required)	Grant Amount
180	\$42,000.00

Project 2

Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Description of Service

Select the type of service that will be supported by this project. *(required)

Commuter

Complementary

Paratransit

Demand Response (excluding Complementary Paratransit)

Deviated Fixed Route (not described by GTFS)

☒ Fixed Route (excluding commuter and intercity routes)

Intercity

FTA defines intercity as regularly scheduled bus service for the general public which operates with limited stops, over fixed routes, connecting two or more urban areas, not in close proximity; which has the capacity for transporting baggage carried by passengers, and which makes meaningful connections with scheduled intercity bus service to more distant points.

Commuter is defined as service designed primarily to provide daily work trips within local commuting areas and is excluded from the intercity definition as its own separate service delivery mode.

If you operate a deviated route but maintain GTFS data that describes the service, select fixed route.

Are all proposed services funded under this project open to the general public?*(required)

☒ Yes No

Is GTFS data for this service maintained and available publicly?*(required)

☒ Yes No

Days of Service*(required)

☒ M ☒ Tu ☒ W ☒ Th ☒ F ☒ Sa ☐ Su

Question 1: Describe service to be preserved by this proposal. What will the COVID Relief award fund?*(required)

Morrow County has partnered with Umatilla county and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) to implement a fixe-route service that will connect our jurisdictions. The Boardman–Port of Morrow Circular aims to make connections that will enable people to travel regionally and locally for employment, education, healthcare, and more. This transit service will help improve accessibility to major employment clusters in the area — in particular, the I-84/I-82/ Westland Road area and the Port of Morrow — and will enable critical last-mile connections from regional transit services. The Boardman – Port of Morrow Circular (operated by Morrow County) would provide localized service within the Port of Morrow and the community of Boardman and would connect to the Hermiston – Boardman Connector (operated by CTUIR) This funding will provide a workforce incentive program for our fixed route drivers.

Why is the service important? Please describe the critical areas, schedules, corridors, and connections to other services that will be preserved by the requested investment.

Question 2: What are the specific pandemic related challenges this project seeks to remedy? How does this proposal address increased costs due to COVID-19?*(required)

Due to the pandemic mandates and restrictions all industries have experienced a workforce shortage and a increase in competitive wages. We are finding the workforce market to be highly competitive and more and more companies are offering incentive programs, we understand the importance and need in expanding our program to recruit and retain quality employees. With this funding opportunity we would like to offer a workforce incentive program to help with driver recruitment and retainment as we transition out of the pandemic. The program would consist of a cash bonus to current drivers and newly hired drivers. The program would consist of three opportunities or milestones in which a driver is eligible for a cash bonus.

Question 3: What are the likely impacts if the proposal is not selected for funding?*(required)

Establishing the POM-Boardman Circulator closes one of the most profound service gaps in northeast Oregon. The Port of Morrow in Boardman is Oregon’s second largest port. It is home to over 8,000 working family (essential) jobs and employers who are eager to grow their labor base. Rapid population grown in the last few biennia has resulted in a surprising paradox. There are more employable adults within a 30 mile radius of Hermiston, Oregon (about 30 minutes east of the port) than there are within a 30 mile radius of Bend and yet, the Port has never had the benefit of being served by public transit. If this project isn’t funded implementation of the projects we’ve been working toward for six biennia will be delayed and the value of the planning investments we’ve made are at risk of being lost entirely. It is possible that the opportunities within our reach in the coming biennia will be lost before the coordinated partnerships necessary to make them happen recover.

Question 4: Please explain how this project will directly benefit transportation-disadvantaged communities?*(required)

This project provides an essential service that improves quality of life determinants (jobs, education, health care, etc.) between neighboring communities. In addition to raw capacity, the delivery model establishes a reliable, convenient, efficient, and affordable access opportunity. It supplements – but does not replace – the demand response systems operating within the communities so people can plan around public transit rather than a lack of it. These distinctions are important because the people living in Morrow County, and using Loop services, are historically low income. 11.4% of our population is living below the federal poverty level and nearly 40% are at or below 200% of poverty, 36% of our population identifies as Hispanic/Latino, 15% are designated with having limited English proficiency. The POMB Circulator connects these populations with employers who are eager to grow their labor pool. At the same time, it creates and grows opportunities for passengers to upgrade their training/education, access healthy food and specialized medical services, tap into the larger statewide network of mobility options, and more fully realize self-sufficiency. This route will run fare free.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically-marginalized populations.

Question 5: Please describe your community engagement practices in the project's planning process.*(required)

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people living with disabilities, and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user living with a disability" this added representation has proved to be very helpful in engaging all board members.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that lead to this proposal?

EXPENSE DETAILS

Expense Type*(required)

1. Project Administration

☒ 2. Operations

3. Preventive Maintenance

4. Vehicle Purchase

5. Shelters, Signs, Equipment, Facilities

Is this proposal scalable?

Yes ☒ No

Would the award support a service currently or previously operated by the applicant?

Yes ☒ No

Project as described may not be eligible. Please contact your RTC for guidance before completing and submitting this proposal.

Does this project rely on another project being funded?*(required)

☒ Yes No

Which project must be funded to make this proposal viable?*(required)

Project #1

OPERATIONS

REMINDER: Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Project Description*(required)

Driver Recruitment and Retainment Incentive Program will be a two-part incentive program that allows current drivers and new hires both incentives. Each milestone will award a cash bonus of \$1000, for a total one-time bonus of \$3000

Current Driver Incentive requirements:

1. Driver refers new applicant that meets the job requirements/duties and is hired, including background check and drug testing.
2. New hire completes the required training
3. New hire meets performance goals

New Hire Incentive requirements:

1. New applicant meets the job requirements/duties and is hired, including background check and drug testing.
2. New hire completes the required training
3. New hire meets performance goals (6 mo. no absenteeism, on time, no-accident)

Does this project seek to assist with driver recruitment and/or retention?

☒ Yes ☐ No

Please estimate the annual outcomes of the total project that will be maintained during the term of the grant agreement.

Annual Estimated Rides*(required)	Estimated Driver Hours Per Week Recruited:*(required)
41,500	160
Annual Estimated Service Hours*(required)	Driver FTE Retained/Recruited
6,552	4.00
Annual Estimated Service Miles*(required)	Total Project Cost*(required)
47,890	\$12,000.00
Estimated Driver Hours Per Week Retained:*(required)	Grant Amount
0	\$12,000.00

Project 3

Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Description of Service

Select the type of service that will be supported by this project. *(required)

Commuter

Complementary

Paratransit

☒ Demand Response (excluding Complementary Paratransit)

Deviated Fixed Route (not described by GTFS)

Fixed Route (excluding commuter and intercity routes)

Intercity

FTA defines intercity as regularly scheduled bus service for the general public which operates with limited stops, over fixed routes, connecting two or more urban areas, not in close proximity; which has the capacity for transporting baggage carried by passengers, and which makes meaningful connections with scheduled intercity bus service to more distant points.

Commuter is defined as service designed primarily to provide daily work trips within local commuting areas and is excluded from the intercity definition as its own separate service delivery mode.

If you operate a deviated route but maintain GTFS data that describes the service, select fixed route.

Are all proposed services funded under this project open to the general public?*(required)

☒ Yes

☐ No

Days of Service*(required)

☒ M ☒ Tu ☒ W ☒ Th ☒ F ☐ Sa ☐ Su

Question 1: Describe service to be preserved by this proposal. What will the COVID Relief award fund?*(required)

Morrow County Public Transit - The Loop, riders must call to schedule rides through our dispatching office, these hours are Monday - Friday 8 am - 5 pm. Rides are accommodated outside of office hours if scheduled in advance, rides are fare-free. This service provides access to healthcare, human services, shopping, and recreational events. Morrow County residents travel long distances to access medical services outside of Morrow County. The closest specialized medical provider is located in Hermiston, in Umatilla County. Tri-Cities, WA., Hermiston, and Pendleton are the top three cities that Morrow County residents travel to regularly. Pre-Covid The Loop offered a Monthly Shopping service to Hermiston, this service was canceled in March 2020. Morrow County is pleased to have recently started a "Weekly Shopper" bus service versus a monthly trip. This funding will provide relief for preventative maintenance shortfall.

Why is the service important? Please describe the critical areas, schedules, corridors, and connections to other services that will be preserved by the requested investment.

Question 2: What are the specific pandemic related challenges this project seeks to remedy? How does this proposal address increased costs due to COVID-19?*(required)

This project will assist with our preventative maintenance program. Due to the pandemic we foresee a shortage of essential items to maintain our fleet. This project will ensure our demand response vehicles are kept in good condition per manufacturer's recommendations and that safety standards are met. Services will include; Tire Replacement and change-overs, Oil changes, Battery Replacement, Tune-ups, Wheelchair Inspections, DOT inspections, Other Minor Repairs, and Incidentals. We have included contingency in our ask as we have seen these services increase due to industry shortages. Also, with this funding we would have the opportunity to purchase items in bulk which could help with our material costs. We have included a spread sheet that assisted in determining the preventative maintenance over the next two years. (see attached)

Question 3: What are the likely impacts if the proposal is not selected for funding?*(required)

This project will improve access by providing safe and reliable vehicles. Our demand response program provides essential service that improves the quality of life determinants primarily providing transit to medical appointments, we always provide return service to our riders. We want to continue to keep our vehicles in the best running condition possible. Doing so will make it less likely we will have a vehicle stranded alongside the road with passengers on board. If this project is not funded Morrow County will have to utilize other state or federal assistance to further our efforts.

Question 4: Please explain how this project will directly benefit transportation-disadvantaged communities?*(required)

Based on census data from FY 20-21 11.5% of Morrow County residents are low-income, 37.7% are Hispanic or Latino, 12.7% are Veterans, and 9.8% are living with disabilities. Our service is available to all residents living in Morrow County, many of our riders live in low-income housing and RV parks where access to medical services is limited. Morrow County has a lower cost of living which attracts all populations, many of our residents enjoy the rural life in Morrow County and prefer to live here versus close to the urban areas, it is vital to provide access to all our populations choosing to live here, this project will provide safe and reliable vehicles to all these populations who depend on our services.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically-marginalized populations.

Question 5: Please describe your community engagement practices in the project's planning process.*(required)

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people living with disabilities, and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user with a disability" this added representation has proved to be very helpful in engaging all board members. Our literature is distributed to all Morrow County communities, public facilities, medical providers, senior centers, and the veteran's department. We have found that word of mouth and our ridership spread the word of our services best. Most people need a face-to-face conversation to gain understanding and reliability of the service. Planning for this project is done through staff observations - outstanding service needs and the advisory committee's feedback as well as our ridership comments and or suggestions. Morrow County has adopted a Human Services Coordinated Transportation Plan that identifies the need to maintain existing services and programs (pg.6-1). We have released an RFP to update this planning document, we hope to start this stakeholder engagement process in March of 2022.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that lead to this proposal?

EXPENSE DETAILS

Expense Type*(required)

1. Project Administration
2. Operations
- ☒ 3. Preventive Maintenance
4. Vehicle Purchase
5. Shelters, Signs, Equipment, Facilities

Is this proposal scalable?

Yes ☒ No

Would the award support a service currently or previously operated by the applicant?

☒ Yes No

Does this project rely on another project being funded?*(required)

Yes ☒ No

Preventive Maintenance

Project Description*(required)

This project will ensure our demand response vehicles are kept in good condition per the manufacturer's recommendations and that safety standards are met. Services will include; Tire Replacement and change-overs, Oil changes, Battery Replacement, Tune-ups, Wheelchair Inspections, DOT inspections, Other Minor Repairs, and Incidentals. We have included contingency in our ask as we have seen these services increase due to industry shortages.

Total Project Cost*(required)

\$48,440.00

Grant Amount

\$48,440.00

Project 4

Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Description of Service

Select the type of service that will be supported by this project.*(required)

Commuter

Complementary

Paratransit

☒ Demand Response (excluding Complementary Paratransit)

Deviated Fixed Route (not described by GTFS)

Fixed Route (excluding commuter and intercity routes)

Intercity

FTA defines intercity as regularly scheduled bus service for the general public which operates with limited stops, over fixed routes, connecting two or more urban areas, not in close proximity; which has the capacity for transporting baggage carried by passengers, and which makes meaningful connections with scheduled intercity bus service to more distant points.

Commuter is defined as service designed primarily to provide daily work trips within local commuting areas and is excluded from the intercity definition as its own separate service delivery mode.

If you operate a deviated route but maintain GTFS data that describes the service, select fixed route.

Are all proposed services funded under this project open to the general public?*(required)

☒ Yes

No

Days of Service*(required)

X M X Tu X W X Th X F Sa Su

Question 1: Describe service to be preserved by this proposal. What will the COVID Relief award fund?*(required)

Morrow County Public Transit - The Loop, riders must call to schedule rides through our dispatching office, these hours are Monday - Friday 8 am - 5 pm. Rides are accommodated outside of office hours if scheduled in advance, rides are fare-free. This service provides access to healthcare, human services, shopping, and recreational events. Morrow County residents travel long distances to access medical services outside of Morrow County. The closest specialized medical provider is located in Hermiston, in Umatilla County. Tri-Cities, WA., Hermiston, and Pendleton are the top three cities that Morrow County residents travel to regularly for medical care. Pre-Covid The Loop offered a Monthly Shopping service to Hermiston, this service was canceled in March 2020. Morrow County is pleased to have recently started a "Weekly Shopper" bus service versus a monthly trip, this service travels weekly to Hermiston for essential and affordable shopping needs.

Why is the service important? Please describe the critical areas, schedules, corridors, and connections to other services that will be preserved by the requested investment.

Question 2: What are the specific pandemic related challenges this project seeks to remedy? How does this proposal address increased costs due to COVID-19?*(required)

Our prior COVID Needs Based grant provided "hazard pay" to our drivers, this has proven to be successful in retaining drivers during the pandemic and as we transition out of the pandemic, this funding is now nearing its end. This proposal addresses the lack of workers and the increased wages due to the pandemic.

Question 3: What are the likely impacts if the proposal is not selected for funding?*(required)

The likely impacts will affect our workforce needs and ability to meet public transit demand, this means our residents would have less opportunity to utilize our services that provide crucial access to healthcare, social services, and shopping.

Question 4: Please explain how this project will directly benefit transportation-disadvantaged communities?*(required)

Based on census data from FY 20-21 11.5% of Morrow County residents are low-income, 37.7% are Hispanic or Latino, 12.7% are Veterans, and 9.8% are living with disabilities. Our service is available to all residents living in Morrow County, many of our riders live in low-income housing and RV parks where access to medical services is limited. Morrow County has a lower cost of living which attracts all populations, many of our residents enjoy the rural life in Morrow County and prefer to live here versus close to the urban areas, it is vital to provide access to all our populations choosing to live here, this project will provide safe and reliable drivers to all these populations who depend on our services.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically-marginalized populations.

Question 5: Please describe your community engagement practices in the project's planning process. *(required)

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people living with disabilities, and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user living with a disability" this added representation has proved to be very helpful in engaging all board members.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that lead to this proposal?

EXPENSE DETAILS

Expense Type*(required)

1. Project Administration

☒ 2. Operations

3. Preventive Maintenance

4. Vehicle Purchase

5. Shelters, Signs, Equipment, Facilities

Is this proposal scalable?

Yes ☒ No

Would the award support a service currently or previously operated by the applicant?

☒ Yes No

Does this project rely on another project being funded?*(required)

☒ Yes No

Which project must be funded to make this proposal viable?*(required)

Project #5

OPERATIONS

REMINDER: Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Project Description*(required)

Hazard Pay for up to fourteen (14) PTE Demand Response Drivers at at \$2.00 an hour for two years.

Does this project seek to assist with driver recruitment and/or retention?

☒ Yes No

Please estimate the annual outcomes of the total project that will be maintained during the term of the grant agreement.

Annual Estimated Rides*(required)

9,000

Annual Estimated Service Hours*(required)

3,900

Annual Estimated Service Miles*(required)

90,000

Estimated Driver Hours Per Week Retained:*(required)

180

Estimated Driver Hours Per Week Recruited:*(required)

140

Driver FTE Retained/Recruited

8.00

Total Project Cost*(required)

\$55,328.00

Grant Amount

\$55,328.00

Project 5

Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Description of Service

Select the type of service that will be supported by this project. *(required)

Commuter

Complementary Paratransit

Demand Response (excluding Complementary Paratransit)

Deviated Fixed Route (not described by GTFS)

☒ Fixed Route (excluding commuter and intercity routes)

Intercity

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Commuter is defined as service designed primarily to provide daily work trips within local commuting areas and is excluded from the intercity definition as its own separate service delivery mode.

If you operate a deviated route but maintain GTFS data that describes the service, select fixed route.

Are all proposed services funded under this project open to the general public? *(required)

☒ Yes

No

Is GTFS data for this service maintained and available publicly? *(required)

☒ Yes No

Days of Service *(required)

☒ M ☒ Tu ☒ W ☒ Th ☒ F ☒ Sa Su

Question 1: Describe service to be preserved by this proposal. What will the COVID Relief award fund? *(required)

Morrow County has partnered with Umatilla county and the Confederated Tribes of the Umatilla Indian Reservation (CTUIR) to implement a fixed-route service that will connect our jurisdictions. The Boardman–Port of Morrow Circular aims to make connections that will enable people to travel regionally and locally for employment, education, healthcare, and more. This transit service will help improve accessibility to major employment clusters in the area — in particular, the I-84/I-82/ Westland Road area and the Port of Morrow — and will enable critical last-mile connections from regional transit services. The Boardman – Port of Morrow Circular (operated by Morrow County) will provide localized service within the Port of Morrow and the community of Boardman and will connect to the Hermiston – Boardman Connector (operated by CTUIR).

Why is the service important? Please describe the critical areas, schedules, corridors, and connections to other services that will be preserved by the requested investment.

Question 2: What are the specific pandemic related challenges this project seeks to remedy? How does this proposal address increased costs due to COVID-19?*(required)

Our prior COVID Needs Based grant provided "hazard pay" to our drivers, this has proven to be successful in retaining drivers during the pandemic and as we transition out of the pandemic, this funding is now nearing its end. This proposal addresses the lack of workers and the increased wages due to the pandemic.

Question 3: What are the likely impacts if the proposal is not selected for funding?*(required)

The likely impacts will affect our workforce needs and ability to meet public transit demand, this means our residents would have less opportunity to utilize our services that provide crucial access to employment, healthcare, social services, and shopping. The timing of this service is critically important, if we are unable to recruit and retain professional drivers our regional planning investments may be at risk of being lost entirely.

Question 4: Please explain how this project will directly benefit transportation-disadvantaged communities?*(required)

This project provides an essential service that improves quality of life determinants (jobs, education, health care, etc.) between neighboring communities. In addition to raw capacity, the delivery model establishes a reliable, convenient, efficient, and affordable access opportunity. It supplements – but does not replace – the demand response systems operating within the communities so people can plan around public transit rather than a lack of it. These distinctions are important because the people living in Morrow County, and using Loop services, are historically low income. 11.4% of our population is living below the federal poverty level and nearly 40% are at or below 200% of poverty, 36% of our population identifies as Hispanic/Latino, 15% are designated with having limited English proficiency. The POMB Circulator connects these populations with employers who are eager to grow their labor pool. At the same time, it creates and grows opportunities for passengers to upgrade their training/education, access healthy food and specialized medical services, tap into the larger statewide network of mobility options, and more fully realize self-sufficiency. This route will run fare free.

Please include outcomes such as service to low-income housing, to shift-workers travelling in high-priority corridors, to people with limited English proficiency, and/or to historically-marginalized populations.

Question 5: Please describe your community engagement practices in the project's planning process. *(required)

Morrow County Public Transit has two advisory committees that meet quarterly. These committees represent our stakeholders in all our communities and include representatives of the seniors, low-income, people living with disabilities, and other disadvantaged populations. We are pleased to announce two new advisory members that represent "transit users" and a "transit user living with a disability" this added representation has proved to be very helpful in engaging all board members.

How did the planning for this project engage historically-marginalized and transportation-disadvantaged populations in your service area? Please describe how you selected a diverse range of leaders and stakeholders to assess needs, identify gaps, establish priorities, and develop solutions. If available, attach to this application any meeting minutes or other materials used for community engagement purposes.

What challenges did you encounter during your outreach process? How did the input you gathered affect the decision making that lead to this proposal?

EXPENSE DETAILS

Expense Type*(required)

1. Project Administration

☒ 2. Operations

3. Preventive Maintenance

4. Vehicle Purchase

5. Shelters, Signs, Equipment, Facilities

Is this proposal scalable?

Yes ☒ No

Would the award support a service currently or previously operated by the applicant?

☒ Yes No

Does this project rely on another project being funded?*(required)

☒ Yes No

Which project must be funded to make this proposal viable?*(required)

Project #4

OPERATIONS

REMINDER: Each Operations project should be for one service only. If you are applying for funds for multiple services, please create additional projects for each service funded. Failure to comply with this requirement will result in rejection of the entire project.

Project Description*(required)

Hazard Pay for four (4) FTE Fixed Route Bus Drivers at \$2.00 an hour for two years.

Does this project seek to assist with driver recruitment and/or retention?

Yes ☒ No

Please estimate the annual outcomes of the total project that will be maintained during the term of the grant agreement.

Annual Estimated Rides*(required)

41,500

Total Project Cost*(required)

\$33,280.00

Annual Estimated Service Hours*(required)

6,552

Grant Amount

\$33,280.00

Annual Estimated Service Miles*(required)

47,890

APPLICATION TOTALS

Total Application Costs

\$191,048.00

[2016 Morrow County Coordinated Plan FINAL.pdf](#)

[Final - POM Circular & Herm. - Board. Connector Strategic Report 6-30-21.pdf](#)

[The Loop Brochure Updated Jan 25 EMAIL.pdf](#)

[Weekly Shopping Trip Boardman Shopper JAN 26 2022 email.pdf](#)

[Weekly Shopping Trip Heppner Shopper Jan 25 email.pdf](#)

[Maintenance Costs for 2 years.pdf](#)

The person signing this form must have the legal authority to submit this 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.

Please Sign Electronically via ODOT

**The Loop - Morrow County Transportation
Special Transportation Fund (STF) Advisory Committee
2022**

Members	Minimum Members: 7	Maximum Members: 11	Term allowance: 4 years
NAMES	REPRESENTING	TERM EXPIRATION	
Vacancy	Boardman/Hispanic	12/31/2020	
Vacancy	Boardman/Hispanic	12/31/2020	
Vacancy	Lexington/Community	12/31/2020	
Aaron Palmquist <i>Chair</i>	Irrigon/Community	12/31/2025	
Debra Khaljani	Heppner/Transit User	1/26/2026	
Kerry Hawley	Heppner/Senior & Disabled/Transit User	12/31/2022	
Karen Pettigrew	Boardman/Senior	12/31/2022	
"George" Viginria Nairns - Vice Chair	Heppner/Senior	12/31/2022	
Stephanie Case	County Planner	12/31/2022	
Katie Imes	County Transportation Coordinator	12/31/2022	
Sheryll Bates	Heppner/Community	12/31/2024	