# Lane Council of Governments

## Florence-Yachats Connector

### Application Questions

> **Provider Information**

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

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

### Risk Assessment Information

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

3. Did your agency have any turnover of management or financial staff in the last 2 years?
   - Yes ✔
   - No

4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?
   - Yes ✔
   - No

5. What type of accounting system does your agency use?
   - Manual
   - Automated
   - Combined ✔

6. Does your agency have a system in place that will account for 100% of each employee’s time?
   - Yes ✔
   - No

7. Did your staff members attend required training and meetings during prior grant awards?
   - Yes ✔
   - No

8. Was your agency audited by the Federal government in the past 2 years?
   - Yes ✔
   - No

9. If yes, did the audit result in one or more audit findings?
   - Yes ✔
   - No

10. Did your agency stay on budget in the past two years?
    - Yes ✔
    - No
11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)
Enter response in text box or upload your response on the Document Upload tab of the application and write “See Upload.”
The Lane Council of Governments (LCOG) is one of the oldest regional councils in the nation, first organized in 1945 and then reorganized in 1971 under an intergovernmental agreement pursuant to ORS Chapter 190 as Lane County Council of Governments. LCOG is an independent public agency that is established and supported by its member agencies to coordinate and provide high-quality public services within Lane, Linn and Benton Counties. The governing body of LCOG is its Board of Directors, comprised of locally elected and appointed officials designated to represent member governments and agencies. LCOG does not act under the direction and control of any single governmental entity. It is governed by a board of directors, a legally separate entity, fiscally independent of all member organizations and all other local government entities, and vested with all the powers, rights, and duties relating to those functions and activities that are vested by law in each separate party to the intergovernmental agreement. LCOG’s service areas include transportation, planning, project and contract management, Senior and Disabilities Services, finance and budget, legal and administrative support. LCOG has the expertise and capacity to manage this project and to report on project progress within the scope, schedule and budget.

Since 2010 alone LCOG’s Government Services Division has written, implemented, administered and/or reported on over 40 state or federally funded projects totaling over $27 million. Projects have ranged from capital projects such as water treatment facilities and fiber installation to service projects such as transportation modeling and planning, wetland planning, land use code development, long range planning documents, and program evaluation. Funders include but are not necessarily limited to the Environmental Protection Agency, Housing and Urban Development, Economic Development Administration, Oregon Department of Transportation, and Oregon Department of Land Conservation and Development. LCOG consistently meets or surpasses all measures, indicators and deliverables.

LCOG’s Comprehensive Annual Financial Report for the Fiscal Year Ended June 30, 2018 is included as an uploaded document.

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

13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?
✓ Yes
   No

14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.
If Yes, enter response in text box or upload response on the Document Upload tab and write “See Upload.” If No, write N/A.

The current service operator for the Florence-Yachats Connector is River City Taxi, managed by LTD. If awarded funding to continue this public transportation route pilot between Florence and Yachats, LCOG will issue a Request for Proposals (RFP) to solicit offers from private operators to run the service. Biannually, LCOG’s Board adopts Public Contracting Rules that are consistent with the State of Oregon’s Administrative Rules and will follow the contracting procedures therein.

LCOG has vast experience managing consultant work and has several ongoing contracts with consultants who provide a service or are developing a needed product. Likewise, LCOG provides services to partners through both membership dues and contracts. Staff manages contracts to provide planning, GIS, technical, legal, communication and social services to both private and public sector clients. Staff maintains consistent and clear communication and establishes project deliverables and timelines.

LCOG employs several strategies to maintain contractor oversight. Staff set up regular check in meetings with contractors to discuss service status and to provide direction and oversight as needed. LCOG requires a monthly statement of services on monthly invoices that inform how dollars are spent and what deliverables are, or are not, being met and that respond to the deliverables and objectives established in the contract. Staff utilizes monitoring forms to track progress and ensure the scope of work is followed. Should a contractor not fulfill terms from the scope of work, staff establishes protocols to meet terms of the contract. LCOG also requests copies of the contractor’s annual audits and insurance for liability purposes.

15. Describe the project to be funded.
See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write “See Upload.”

The Florence-Yachats Connector fills a glaring gap in the Statewide Transit Network. It is the only segment along the coastal Highway corridor in Oregon not served by a permanent transit route. It is currently operating as a one year pilot with 5311 funding from the State to the Lane Transit District (LTD). The pilot is managed by the LTD and operated under contract by River City Taxi. Project funding will expire June 30, 2019 and, unless funded through this grant application process, the route will be terminated at that time. This service began September 4, 2018 and has not yet been in operation for one year, nor has it operated through a summer season which is the peak travel time along the coast. This application requests to continue the pilot through the 19-21 biennium.

The Florence-Yachats Connector pilot operates Monday through Friday from 8:00am to 7:35pm except holidays. The round-trip begins and ends at the Grocery Outlet in Florence with a stop at the Carl G. Washburne State Park and northern terminus at West 3rd Street and Pontiac Street (the Little Log Church & Museum) in Yachats.

This service connects the rural, coastal communities of Florence and Yachats along Oregon’s Pacific Coast Scenic Byway. This 363 mile byway extends from Astoria to south of Brookings. This project is important both as a local intercommunity connection for residents of Florence and Yachats and as a link in the State’s premier coastline.

Per REMIX, this project will serve a local population of 1,066 and 413 jobs within 0.5 miles of the Florence and Yachats stops. A high percentage of this population meets a criterion of being transportation disadvantaged: 42.5% have a total income that does not exceed 200% of the U.S. Department of Health and Human Service’s poverty guidelines, 40.3% are seniors aged 65 and up, 35.7% identify as having a disability, and 16.8% do not have a vehicle.

This project also supports coastal economic vitality by sustaining a public transportation option along the entire Oregon Highway 101. Without this intercommunity connection, there will be a broken link in the north/south long distance transit network along the Oregon coast. The Oregon coast is a premier and growing destination for tourism and recreation, and this project will help coastal communities coordinate resources for residents and tourists.

If funded, the LCOG managed service will be operated under contract. The pilot operation will be evaluated, and options to begin weekend service will be considered. LCOG will collaborate with LTD and ODOT to ensure a successful transition of management and continuity of service.

16. What Local Plans include this project and elements of the project?
See guidance for exemptions to this requirement.

This project is included as a recommendation for study in the Florence Transportation System Plan (TSP):
- Local Plan Name: Florence TSP
- Governing Body: City of Florence
- Plan Adoption Date: 12/17/2012
- Web address: https://www.ci.florence.or.us/planning/transportation-system-plan-2012
- Relevant areas include transportation, planning, project and contract Section
- Website URL: https://www.ci.florence.or.us/sites/default/files/fileattachments/planning/page/638/florence_transportation_system_plan_final2.pdf

This project is also considered exempt from the local plan requirements. It fills a significant gap in the Statewide Transit Network by connecting two rural, coastal communities that are separated geographically and providing a public transportation service along Oregon’s Pacific Coast Scenic Byway. It also provides statewide benefits to multiple Public Transportation Service Providers including Lincoln County Transit, LTD, Coos County Area Transit and ODOT. Lincoln County’s Southern route terminates in Yachats and shares a transit stop with the pilot Florence-Yachats Connector. Coos County Area Transit is applying for funds for a Coos Bay to Florence route with a shared transit stop at the Grocery Outlet. LTD manages the Rhody Express which transitions its northern and southern loop at the Grocery Outlet. This project serves all of these Public Transit Service Providers by continuing a needed link in this network of service.

17. What is the minimum award amount that will still allow your project to proceed?
Enter an amount in dollars.
$500,000

18. Select the fund source(s) that you think best aligns with your application.
✓ STIF Discretionary
✓ STIF Intercommunity Discretionary
✓ FTA Section 5311 (b) Intercity Discretionary
19. Describe how the project supports and improves access for vulnerable populations. The Senior & Disability Services (SADS) division of LCCG conducts a Community Needs Assessment every four years “to help pinpoint the service needs of older adults and persons with disabilities and also identify gaps in the current service delivery system” (April 2016, Community Needs Assessment). The Assessment includes consumer surveys, focus groups and research from a broad range of sources and is used to develop SADS’s strategic multi-year ‘Area Plan.’ Focus groups expressed concerns that public transportation options are limited in rural areas and some parts of urban areas. The limitations are most pronounced on weekends and during convenient weekday times. The Assessment concludes that “this particular lack of robust public transit availability poses a barrier and may decrease quality of life for those with medical appointments, jobs, activities at local community centers and other time sensitive needs.”

Per the transit planning tool, REMIX, this project will serve a local population of 1,066 and 413 jobs within 0.5 miles of the Florence and Yachats stops. A high percentage of this population meets a criterion of being transportation disadvantaged: 45.2% have a total income that does not exceed 200% of the U.S. Department of Health and Human Service’s poverty guidelines. 40.3% are seniors aged 65 and up. 35.7% identify as having a disability and 16.8% do not have a vehicle.

This project will serve vulnerable populations by sustaining a public transportation option between two rural coastal communities and maintaining reliable access for employment, medical appointments, tourism, school, recreation and general services. It will also link with routes accessing the Eugene/Springfield and Corvallis/Albany metropolitan areas. Key destinations within these areas include the University of Oregon, Oregon State University, the airport, major medical centers, commercial and retail stores, cultural opportunities and jobs. This project is an important link in the transit network for vulnerable populations along the Oregon coast.

20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies. This project is a collaboration with LCCG, Coos County Area Transit (CCAT), LTD, ODOT and Lincoln County Transit public transportation service providers (PTSP), and efforts will be made to ensure efficiency and reduce fragmentation. This project is a major link of operating and planned intercommunity and intra-route interlining at the Grocery Outlet transit stop in Florence. If all are implemented within this funding cycle, this collaboration of agencies will have an expanded public transportation network south to California and east to Eugene/Springfield. LCCG will coordinate with these agencies to align trip times for a convenient and efficient rider experience.

If all of the requested routes are funded, the Florence Grocery Outlet (GO) will become a transit hub and will continue to serve as the Florence Yachats Connector’s southern terminus. The transit stop is currently the link between the Rhody Express’s north loop and south loop. Rhody Express is Florence public transportation service, operated by River City Taxi under contract with LTD. CCAT is applying for funds to run a pilot route between Florence and Eugene, and its western terminus will be the GO transit hub. Additionally, LCCG is applying for funds to run a pilot route between Florence and Eugene. This project also has wide range of stakeholder and partner support which will be leveraged to promote and educate on this service. Long term involvement in this service speaks to its importance.

This project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies. Stakeholder meetings for the current service include Yachats and Florence residents, LTD, ODOT, Lincoln County Transit, PeaceHealth, Triillium, River Cities Taxi, Confereated Tribes of Siletz and Confederated Tribes of Coos, Lower Umpqua and Siuslaw. This stakeholder committee will be maintained should this project be funded.

21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements. This project will close an imminent gap in the Statewide Transit Network by connecting two geographically separated rural, coastal communities and continuing a pilot that has not yet been in operation for an entire year or a summer season.

The City of Florence is a rural coastal community at the southern end of this corridor, with a population within the 97449 zip code of 14,222 and average employment of 4,359 per the American Community Survey 2017 5 year estimate. The City of Yachats is also a rural coastal community, with a population within the 97498 zip code of 1,609 and average employment of 544 per the ACS 2017 5-year estimate. Past public feedback regarding this public transportation link is that it provides a needed service for residents and transportation disadvantaged to travel to and from these communities and beyond.

This project will serve a local population of 1,066 and 413 jobs within 0.5 miles of the Florence and Yachats stops. A high percentage of this population meets a criterion of being transportation disadvantaged: 45.2% have a total income that does not exceed 200% of the U.S. Department of Health and Human Service’s poverty guidelines. 40.3% are seniors aged 65 and up. 35.7% identify as having a disability and 16.8% do not have a vehicle.

This project will serve vulnerable populations by sustaining a public transportation option between two rural coastal communities and maintaining reliable access for employment, medical appointments, tourism, school, recreation and general services. It will also link with routes accessing the Eugene/Springfield and Corvallis/Albany metropolitan areas. Key destinations within these areas include the University of Oregon, Oregon State University, the airport, major medical centers, commercial and retail stores, cultural opportunities and jobs. This project is an important link in the transit network for vulnerable populations along the Oregon coast.

22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match. Describe how investment in this project makes sense from both the perspective of current need and long term Oregon transit needs. This project will sustain an intercommunity route between Florence and Yachats and a link in the Statewide Transit Network along Hwy 101. This project works towards the goal of a complete Statewide Transit System and recognizes the value of a collaborating with other transit agencies to reduce fragmentation, ensure efficiencies and enhance access opportunities via public transportation. Project partners and collaborators include LTD, ODOT, Lincoln County Transit, Coos County Area Transit and the Confederated Tribes of Coos, Lower Umpqua and Siuslaw Indians (CTCLUSI). Two of this project's goals is to align with the NW Collector alliance of transit agencies that have connected and coordinated to better meet transportation needs and provide information to residents and visitors.

The connections with these four public transportation service providers will create a public transportation network that is not currently available to Oregon residents and tourists, and sustaining the Florence-Yachats Connector is a vital link in that network.

23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain? If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A. Funds for this project require STIF formula funds. LCCG submitted a grant application to the LTD, who serves as the Qualified Entity for STIF funds in Lane County, for STIF formula fund in request of $55,000 to be used as project match. The STIF Advisory Committee has indicated support of fully funding this request. The LTD Board will make a final funding decision regarding their budget requests in April 2019 and submit their formula fund application in May 2019. ODOT will make a final decision on the budget request in October 2019.
24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

This project has the potential to improve access to/from services that improve health outcomes and to reduce carbon dioxide and other pollutant emissions. It addresses the Senior & Disability Services division of LCOG’s Community Needs Assessment findings of community concerns that public transportation options are limited in rural areas and some parts of urban areas. The Needs Assessment found that, “This particular lack of robust public transit availability poses a barrier and may decrease quality of life for those with medical appointments, jobs, activities at local community centers and other time sensitive needs.”

The Eugene/Springfield, Newport and Corvalla/Albany areas are key destinations for many coastal residents and, in many cases, the only destination for certain medical services, personal needs, education, jobs, and social outlets. A high percentage of residents living along this project corridor are transportation disadvantaged. The mobility and access option this project will provide will contribute towards the quality of life for these individuals. It will also support economic development and health of the business community and employers within Florence by providing visitors a transportation option they will otherwise not have.

Additionally, this project has the opportunity to take additional cars off Highway 101, reducing carbon dioxide and other fossil fuel emissions.

Safety, Security, and Community Livability

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

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

This project will sustain a pilot route and provide a continuous public transportation network along Oregon Highway 101. Inherently, it will support increased use and participation in public transportation by providing a service between the two coastal communities of Yachats and Florence along the Oregon Scenic Coastal Byway.

Each end of this route will connect routes at transit stops hubs serving the communities of Florence and Yachats and beyond. These connected networks will serve to increase ridership as riders will have a means to access to their destinations upon arrival. A complete network creates more compelling reason for people to choose public transportation and has the opportunity to produce a mode shift from automobile to public transportation.

Additionally, this project will maintain a steering committee to guide the project, track progress and issues and help with route promotion throughout the two year pilot phase. The committee will have representation from several agencies with a vested interest in seeing this route be successful as many of their patrons will depend upon it for access to their destinations. The following agencies are currently involved in the pilot project and will be invited to have continued involvement: Yachats and Florence residents, LTD, ODOT, Lincoln County Transit, PeaceHealth, Trillium, River Cities Taxi, Confederated Tribes of Siletz and Confederated Tribes of Coos, Lower Umpqua and Siuslaw. Promotion of this route and interlining it with other transportation options will enhance public awareness and interest.

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

If funded, LCOG will manage this service and operate it under contract with a private operator or public transit provider. Qualifications to operate the service will have a focus on past operational and driver interest.

Currently involved in the pilot project and will be invited to have continued involvement: Yachats and Florence residents, LTD, ODOT, Lincoln County Transit, PeaceHealth, Trillium, River Cities Taxi, Confederated Tribes of Siletz and Confederated Tribes of Coos, Lower Umpqua and Siuslaw. Promotion of this route and interlining it with other transportation options will enhance public awareness and interest.

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

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

N/A

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**Budget and Project Tables**

**Project Category and Fund Source**

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<tr>
<th>Project Category</th>
<th>Project Cost</th>
<th>Other Fund Source (Federal)</th>
<th>Other Fund Source (State)</th>
<th>Other Fund Source (Local)</th>
<th>Other Fund Source (Other)</th>
<th>Project Category Totals</th>
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**Project Totals and Match Rate**

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<th>Fund Source</th>
<th>Total Project Amount (Grant Amount + Match Amount)</th>
<th>Match Amount</th>
<th>Match Rate</th>
<th>Grant Amount</th>
<th>Match Match Sources</th>
<th>Matched Funding Amount (If Any)</th>
<th>Match Funding is available if project is awarded?</th>
<th>Date match available</th>
<th>% of Funds used for Demand Response</th>
<th>% of Funds used for Fixed Route</th>
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<td>10%</td>
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<td>20%</td>
<td>$50,000</td>
<td>STIF Funds</td>
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<td>Yes/No</td>
<td>11/01/2019</td>
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**Vehicle Purchase**
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**Vehicle Replacement Information**

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<th>Vehicles to Be Replaced</th>
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<th>VIN</th>
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<th>Seats with ADA Stations Deployed</th>
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<th>Vehicle Mileage</th>
<th>Disposal Type</th>
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**Equipment, Bus Stop Amenities, and Other Assets**

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<th>Model/Number</th>
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<th>Expected Delivery Date</th>
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January 28, 2019

Statewide Transportation Improvement Fund
Rail and Public Transit Division
Oregon Department of Transportation
555 13th Street NE
Salem, OR 97301

RE: Florence/Yachats Connector Statewide Transportation Improvement Fund Application

To Whom It May Concern:

We are writing in support of Lane Council of Governments’ Florence/Yachats Connector STIF Discretionary Fund application to continue services addressing the gap in travel options between the communities of Florence and Yachats along Highway 101.

Addressing this gap in Oregon’s long-distance public transportation network has proved an important step in encouraging tourism of the coast and increasing economic development within Florence. Reliable access is also needed for employment, medical appointments, school, recreation, and general services. The City of Florence has enthusiastically supported the Connector and has dedicated staff and citizen volunteer resources towards the success of the program since its start in September 2018.

We strongly support this application for continued funding of this important link between our coastal communities. Thank you for your consideration. If you have any questions regarding our support for the Florence/Yachats Connector, please feel free to contact me.

Sincerely,

Joe Henry
Mayor, City of Florence

Erin Reynolds
City Manager, City of Florence
January 30, 2019

Oregon Department of Transportation Rail and Public Transit Division
555 13th Street NE
Salem, OR 97301

RE: Lane Council of Government's Florence – Eugene Pilot Route and Yachats – Florence Connector Route

Dear Review Committee:

The City of Yachats is delighted that you have so far committed to a one year pilot project for the Florence – Eugene route and the Florence – Yachats connector. These links are vital to many people who live in Yachats who do not drive and need to rely on public transportation.

Prior to implementation of the Florence – Yachats connector, our residents could only go North to Waldport or Newport for their shopping, banking, medical appointments, and other needs not obtainable in Yachats. These routes give our residents the option of going to Florence and then connecting to Eugene, which is especially critical for our residents who have their medical care provided by Peace Health.

We urge you to renew the funding for both the Eugene – Florence Route and the Florence – Yachats connector long term to maintain this vital link for our residents.

Sincerely,

W. John Moore
Mayor, City of Yachats
1/30/2019

Rail and Public Transit Division
Oregon Department of Transportation
555 13th Street NE
Salem, OR 97301

Dear Review Committee:

The City of Eugene is pleased to provide a letter of support for the Lane Council of Government’s two intercommunity public transportation grant applications: Florence-Eugene pilot route and the Yachats-Florence Connector route.

The Eugene 2035 Transportation System Plan (TSP) and the city’s Climate Recovery Ordinance are supportive of increased public transportation options to the extent that the TSP has a goal of tripling transit mode share by 2035. The TSP places emphasis on the design and operation of transportation systems to meet the needs and safety of all travelers in mind, including people of all ages and abilities and especially the most vulnerable who are using all modes of travel, including transit.

Intercommunity public transportation connections will serve residents and visitors within the City of Eugene and beyond. By filling gaps in the Statewide Transit Network, people will have access to a more connected system. This directly supports mobility within our transportation disadvantaged population, economic development within Lane County, and the City’s goal to triple transit mode share.

We hope the Review Committee will find as much value in these two intercommunity routes as does the City of Eugene and fund these much needed projects.

Sincerely,

Rob Inerfeld
Transportation Planning Manager