



City of Grand Island

Tuesday, August 23, 2016

Council Session

Item G-15

#2016-203 - Approving Application for the Nebraska Public Transportation Assistance Program

Staff Contact: John Collins, P.E. - Public Works Director

Council Agenda Memo

From: Terry Brown PE, Assistant Public Works Director

Meeting: August 23, 2016

Subject: Approving Application for the Nebraska Public Transportation Assistance Program

Presenter(s): John Collins PE, Public Works Director

Background

On June 14, 2016 via Resolution No. 2016-138 City Council approved the agreement between the City and Senior Citizens Industries, Inc. of Grand Island, Nebraska for public transit services. Such approval consisted of an agreement providing compensation to Senior Citizens Industries, Inc. in the total amount of \$638,430 for the period of July 1, 2016 to June 30, 2017. The City has the option to renew the agreement for a maximum of two years beyond June 30, 2017 in increments of two months. Compensation for the extended service is at the following monthly rates: July 1, 2017 through June 30, 2018 - \$54,798.64 per month and July 1, 2018 through June 30, 2019 – \$56,442.60. Service will be provided both in the City of Grand Island and County of Hall via a unified system operated by Senior Citizens Industries, Inc.

City Council approved Resolution No. 2016-163 on July 12, 2016 which provided for an amendment to the Interlocal Agreement for Public Transportation Services between the City and Hall County. The County will remit and pay, on a quarterly basis, to the City an amount equal to the County's required Federal Section 5311 match obligation together with an amount equal to the Federal 5311 Funds received by the County in the calendar quarter. Beginning July 2017, and each year thereafter and upon termination of the agreement the parties shall audit the amount of Federal Section 5311 Funds received by the County and the City's transit service provider and the County's Section 5311 and 5311 match payments to the City, any overpayments made or underpayments to be corrected will be trued-up.

Discussion

Funds are available through the State of Nebraska Public Transportation Assistance Program to aid the City financially in providing public transit services. The maximum amount of state funds the City is eligible for through this funding is \$152,385.00 for the period of July 1, 2016 to June 30, 2017, which is the requested amount on the attached application. The state funds will be used towards the City's local matching obligation for Section 5307 Urban Transit funds. Upon the State's review of all submitted requests the

applicants will be notified of the exact amount they are to receive, based on funds available vs. funds requested.

The City is required to apply for this grant each year.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the Application for the Nebraska Public Transportation Assistance Program to aid the City financially in providing public transit services.

Sample Motion

Move to approve the resolution.

Application for the Nebraska Public Transportation Assistance Program

I	Project Name: <p style="text-align: center;">Grand Island, Nebraska</p>					
II	SPONSORING CONTRACTOR			VI	FEDERAL IRS IDENTIFICATION NUMBER	
Legal Name: <p style="text-align: center;">City of Grand Island, Nebraska</p>				47-6006205		
Address: 100 East First Street Box 1968 Grand Island, NE 68802-1968				VIII	BUDGET SUMMARY	
Telephone: <p style="text-align: center;">308-385-5444 ext. 140</p>				COSTS		
Executive Officer's Name: <p style="text-align: center;">Jeremy Jensen</p>				1	Personnel <i>(Enter from Page 7)</i>	\$ 344,469
Title: <p style="text-align: center;">Mayor</p>				2	Administrative <i>(Enter from Page 8)</i>	5,391
III	SUBCONTRACTOR (if any)			3	Special Services <i>(Enter from Page 8)</i>	127,500
Legal Name: <p style="text-align: center;">Senior Citizens Industries, Inc.</p>				4	Building Space and Utilities <i>(Enter from Page 9)</i>	10,610
Address: 304 E. 3 rd Street Grand Island, NE 68801				5	Fuel <i>(Enter from Page 9)</i>	107,110
Telephone: <p style="text-align: center;">308-385-5324</p>				6	Lubrication, Maintenance, Parts and Supplies <i>(Enter from Page 10)</i>	72,101
Executive Officer's Name: <p style="text-align: center;">Theresa Engelhardt</p>				7	Other <i>(Enter from Page 10)</i>	77,955
Title: <p style="text-align: center;">Executive Director</p>				8	Total Operating Costs <i>(Total of Lines 1-7 above)</i>	\$ 745,136
<i>(Check one below)</i>				INCOME		
<input type="checkbox"/> Private for Profit <input checked="" type="checkbox"/> Private Nonprofit <input type="checkbox"/> Public				9	Project Income <i>(Enter from Page 11)</i>	\$ 135,596
IV	Name of Person to be Responsible for Daily Operation of Project: <p style="text-align: center;">Dustin Butler</p>			10	Net Operating Deficit <i>(Line 8 minus Line 9, if any)</i>	609,540
V	IDENTIFY THE PERIOD FOR WHICH FUNDS ARE BEING REQUESTED					
FROM		UNTIL				
MONTH	DAY	YEAR	MONTH	DAY	YEAR	
July	1	2016	June	30	2017	
VI	PERSON WHO PREPARED THIS APPLICATION					
Name: <p style="text-align: center;">Allan Zafft and Dustin Butler</p>				11	Federal Contribution <i>(Enter from Page 11)</i>	304,770
Address: 100 East First Street Box 1968 Grand Island, NE 68802-1968				12	Net Eligible Operating Deficit <i>(Line 10 minus Line 11, if any)</i>	\$ 304,770
Telephone: <p style="text-align: center;">308-389-0273</p>				13	Local Matching Revenue <i>(Enter from Page 11)</i>	152,385
NAME AND TITLE OF INDIVIDUAL AUTHORIZED TO COMMIT LOCAL FUNDS TO THIS APPLICATION ON BEHALF OF SPONSORING CONTRACTOR				14	State Funds Requested	\$ 152,385
Name: <p style="text-align: center;">Jeremy Jensen</p>			Title: <i>(Mayor, City Administrator, Chairman of County Board, or Chairman of Governing Board)</i> <p style="text-align: center;">Mayor</p>			
Signature:					Date:	
FOR STATE OFFICE USE ONLY						
Project No.:				Project Period:		Project Year:

Transportation Service

Give total number of vehicles in operation. Give type and capacity of vehicles. Also, list whether or not vehicles have wheelchair lifts or ramps for wheelchairs. (Examples of type of vehicle include: transit bus, school bus, van, etc.)

TYPE OF VEHICLE	NUMBER OF VEHICLES	VEHICLE CAPACITY	VEHICLES WITH WHEELCHAIR LIFTS	VEHICLES WITH WHEELCHAIR RAMPS	VEHICLES WITHOUT LIFTS OR RAMPS
2014 Dodge Grand Caravan	2	2	0	2	0
2013 Ford Small Bus	1	14	1	0	0
2008 Chevy Small Bus	1	14	1	0	0
2009 Chevy Small bus	1	14	1	0	0
2014 Ford Small Bus	1	14	1	0	0
2015 Senator II Small Bus	2	14	2	0	0
2010 Ford Small Bus	3	14	3	0	0
2012 Chevy Van	1	12	0	0	1

Define the geographical boundaries of the area being provided transportation service. Describe the type and frequency of service (*Dial-a-Ride, scheduled route, etc.*).

Senior Citizens Industries Inc. dba Hall County Public Transportation provides services via demand-response portal-to-portal (ride-share) system for transit riders in the Grand Island metropolitan area. This system is where riders must schedule 24-hours in advance during regular office hours (8:00 a.m. - 4:00 p.m.). Buses run from 6:00 a.m. to 6:00 p.m. with the first pick-up time beginning at 6:00 a.m. and the last scheduled pick-up time at 5:00 p.m. Buses return to the parking lot by 6:00 p.m.

Transportation Service

If your transportation service makes trips outside the geographical boundaries, whether on a regular or irregular basis, please identify the route, destination, and estimated frequency of these trips.

Senior Citizens Industries Inc. dba Hall County Public Transportation does operate a demand response service in areas outside the Grand Island metropolitan area, which includes Wood River, Cairo, Doniphan, and rural Hall County.

What other transportation services exist in the immediate area to be served? *(Include intracity and intercity bus, taxi, AMTRAK service, air transportation, existing special transportation programs and subsidies for elderly, handicapped, low income, or other special groups. Exclude school bus systems.)*

Action Cab is a taxi cab service that provides transportation services in the Grand Island metropolitan area.

Intercity transportation services is provided by Dashabout Shuttle (van service between Omaha to Colorado with two routes stop in Grand Island), Navigator Airport Express (van service between Kearney and Omaha's Eppley Airfield where Grand Island passengers can use this service), and Burlington Trailways (bus service between Ogallala and Omaha with a route stop in Grand Island).

Project Name:

Grand Island, Nebraska

Fiscal Year:

2017

Transportation Service

How will the transportation service which you provide be coordinated with these other transportation systems?

Senior Citizens Industries Inc. dba Hall County Public Transportation coordinates with Comstock Corporation dba Action via Service Agreement for a taxi voucher program to provide rides to the public.

Describe the fare structure of your transportation system:

Senior Citizens Industries Inc. dba Hall County Public Transportation operates on the fare structure of \$2.00 per one-way trip.

Regarding the information in the yearly ridership table, the transit operations for the City of Grand Island urbanized area is transitioning from FTA Section 5311 funds to FTA Section 5307 funds for the period from July 1, 2016 to June 30, 2017. The city and Senior Citizens Industries are in the process to determine the methodology to collect this information.

YEARLY RIDERSHIP (One-Way Trips)		BUDGET YEAR	PROJECTED YEAR 1	PROJECTED YEAR 2	PROJECTED YEAR 3
a	Elderly Ridership (Non-Disabled)	0	0	0	0
b	Elderly Ridership (Disabled)	0	0	0	0
c	Disabled Ridership (Non-Elderly)	0	0	0	0
d	Non-Elderly and Non-Disabled Ridership	0	0	0	0
e	Total One-Way Trips (a thru d)	0	0	0	0
Number of elderly and disabled persons which reside within the transportation area		0	0	0	0

Transportation Service

In what way does your system provide for the transportation needs of the elderly and disabled?

Senior Citizens Industries Inc. dba Hall County Public Transportation provides a service that is general public transportation, which includes elderly patrons and persons with disabilities. A wheelchair-accessible vehicle is used for riders in wheelchairs or other ADA compliant mobility devices. The vehicle fleet includes 9 lift-equipped buses with a capacity for two wheelchairs and 2 lowered floor mini-vans equipped with wheelchair ramps.

Operating Budget (*Past, Present, and Projected*)

EXPENSES					
ITEM		a	b	c	d
		BUDGET YEAR	PROJECTED YEAR 1	PROJECTED YEAR 2	PROJECTED YEAR 3
1	Personnel	344,469	358,248	372,578	387,481
2	Administrative	5,391	5,607	5,831	6,064
3	Special Services	127,500	127,500	127,500	127,500
4	Building Space and Utilities	10,610	11,034	11,475	11,934
5	Fuel	107,110	111,394	115,850	120,484
6	Lubrication, Maintenance, Parts and Supplies	72,101	74,985	77,984	81,103
7	Other	77,955	81,073	84,316	87,689
8	Totals	745,136	769,841	795,534	822,255
9	Project Income	135,596	141,020	146,661	152,527
10	Net Operating Deficit (<i>Line 8 minus Line 9, if any</i>)	609,540	628,821	648,873	669,728
11	Federal Contribution	304,770	314,411	324,437	334,864
12	Net Eligible Operating Deficit (<i>Line 10 minus Line 11, if any</i>)	304,770	314,410	324,436	334,864
13	Local Matching Revenue	152,385	157,205	162,218	167,432
14	State Funds Requested	152,385	157,205	162,218	167,432

ITEMIZED BUDGET	PERSONNEL COSTS					
a		b	c	d	e	f
PERSONNEL JOB TITLE OR CLASSIFICATION	PERCENT	NUMBER OF EMPLOYEES	PROJECT SALARIES <i>Yearly</i>	EMPLOYER'S SHARE OF FICA <i>Yearly</i>	FRINGE BENEFITS <i>(Detail in Budget Narrative or Notes)</i> <i>Yearly</i>	TOTAL PERSONNEL COSTS <i>(Total of Items C, D, & E for each line entry)</i> <i>Yearly</i>
Manager and Scheduler		2	54,822	4,194	2,012	61,028
Drivers and Dispatchers		15	248,880	19,042	15,091	283,010
Flu Shots		0	0	0	430.50	430.50
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
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		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
		0	0	0	0	0
Totals			303,702	23,233	17,533.50	
Grand Total of Personnel Costs <i>(Enter on Line VIII-1 of Page 1)</i>						344,468.50

Fringe Benefits include total payment by the employer for unemployment and worker's compensation. Also Flu Shots.

Project Name: Grand Island, Nebraska	Fiscal Year: 2017
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ITEMIZED BUDGET	ADMINISTRATIVE COSTS	
	ITEMIZED DESCRIPTION	COST
	Printings and Supplies	2,850.50
	Memberships	163.50
	Marketing	2,376.50
		0.00
		0.00
		0.00
		0.00
	Total Administrative Costs (Enter on Line VIII-2 of Page 1)	5,390.50

Administrative Costs Budget Narrative or Notes:

ITEMIZED BUDGET	SPECIAL SERVICES COSTS	
	ITEMIZED DESCRIPTION	COST
	Contract with Comstock Corporation for Taxi Voucher Program	127,500.00
	Total Special Services Costs (Enter on Line VIII-3 of Page 1)	127500.00

Special Services Costs Budget Narrative or Notes:

A Service Agreement with Comstock Corporation dba Action Cab provides rides to the public. Discounted cab tickets may be purchased through Hall County Public Transportation for \$4.50 per ticket. Tickets are good for one-way rides within Grand Island, NE 24 hour a day, 7 days a week. The following meter rates apply. Meter fare 0-\$12=1 ticket. Meter fare \$12.01-\$21=2 tickets. Meter fare \$21.01-\$29.50=3 tickets.

Project Name: Grand Island, Nebraska	Fiscal Year: 2017
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ITEMIZED BUDGET	BUILDING SPACE AND UTILITIES COSTS	
	ITEMIZED DESCRIPTION	COST
	Gas and Lights	3,421.25
	Building Maintenance	1,902.50
	Internet Including Data Plan for Tablets	4,420.25
	Phones	865.75
	Total Building Space and Utilities Costs <i>(Enter on Line VIII-2 of Page 1)</i>	10609.75

Building Space and Utilities Costs Budget Narrative or Notes:

ITEMIZED BUDGET	FUEL		
	ITEMIZED DESCRIPTION	QUANTITY	COST
	Estimated Fuel Consumption FY 2017		107,110.24
	Total Fuel <i>(Enter on Line VIII-5 of Page 1)</i>		107110.24

Fuel and Lubrication Costs Budget Narrative or Notes:

Project Name: Grand Island, Nebraska	Fiscal Year: 2017
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ITEMIZED BUDGET	LUBRICATION, MAINTENANCE, PARTS AND SUPPLIES COSTS		
	ITEMIZED DESCRIPTION	QUANTITY	COST
	Oil		28,617.51
	Vehicle Maintenance		43,483.00
Total Lubrication, Maintenance, Parts and Supplies Costs <i>(Enter on Line VIII-6 of Page 1)</i>			72100.51

Maintenance, Maintenance Parts and Supplies Costs Budget Narrative or Notes:

ITEMIZED BUDGET	OTHER COSTS <i>(Including Equipment Rental)</i>	
	ITEMIZED DESCRIPTION	COST
	Insurance-Commerical Liability, Property, etc.	7,600.25
	Vehicle Insurance	57,816.67
	Audit	1,467.97
	Admin Fee	8,219.75
	Training	2,850.17
Total Other Costs <i>(Enter on Line VIII-7 of Page 1)</i>		77,954.81

Other Costs Budget Narrative or Notes:

Audit-HCPT pays a share of the annual audit for Senior Citizens Industries, Inc.

Admin-HCPT pays a monthly admin fee to Senior Citizens Industries, Inc.

Project Name: Grand Island, Nebraska	Fiscal Year: 2017
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ITEMIZED BUDGET	ESTIMATED PROJECT INCOME			
SOURCES	UNIT DESCRIPTION	NO. OF UNITS	UNIT RATE	AMOUNT
Bus Fares				68,096.00
Cab Ticket Sales				67,500.00
Total Project Income (Enter on Line VIII-9 of Page 1)				135,596.00

ITEMIZED BUDGET	FEDERAL CONTRIBUTION	
SOURCES	AMOUNT	
FTA Operating Assistance	304,770.00	
Total Federal Contribution (Enter on Line VIII-11 of Page 1)	304,770.00	

ITEMIZED BUDGET	LOCAL MATCHING REVENUE	
SOURCES	AMOUNT	
City of Grand Island, Nebraska	152,385.00	
Total Matching Revenue (Enter on Line VIII-13 of Page 1)	152,385.00	

RESOLUTION 2016-203

WHEREAS, on June 14, 2016 via Resolution No. 2016-138 City Council approved the agreement between the City of Grand Island and Senior Citizens Industries, Inc. of Grand Island, Nebraska for public transit services; and

WHEREAS, such approval consisted of an agreement providing compensation to Senior Citizens Industries, Inc. in the total amount of \$638,430 for the period of July 1, 2016 to June 30, 2017; and

WHEREAS, the City has the option to renew the agreement for a maximum of two years beyond June 30, 2017 in increments of two months; and

WHEREAS, funds are available through the State of Nebraska Public Transportation Assistance Program to aid the City financially in providing public transit services; and

WHEREAS, the maximum amount of funds the City is eligible for through this funding is \$152,385.00, which is the requested amount on the Application for the Nebraska Public Transportation Assistance Program; and

WHEREAS, upon the State's review of all submitted requests the applicants will be notified of the exact amount they are to receive, based on funds available vs. funds requested.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the Mayor is hereby authorized and directed to sign the Application for the Nebraska Public Transportation Assistance Program for the State Funds requested of \$152,385.00.

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Adopted by the City Council of the City of Grand Island, Nebraska, August 23, 2016.

Jeremy L. Jensen, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
August 19, 2016	☐ City Attorney