



City of Grand Island

Tuesday, June 26, 2018

Council Session

Item G-26

**#2018-193 - Approving Application for the Nebraska Public
Transportation Assistance Program 2018/2019**

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

Council Agenda Memo

From: Charley Falmlen, Transit Program Manager

Meeting: June 26, 2018

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 (SCI.) in the total amount of \$638,430 for the period of July 1, 2016 to June 30, 2017. The City has opted to renew the agreement beyond June 30, 2017 in increments of two months, as noted in the original resolution. 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.

The Federal Transit Authority's (FTA) 5307 Urban Transit Funds pay for portions of the City of Grand Island's contract with SCI, and the remainder is the City's responsibility. Some activities are covered at a ratio of 80/20, and others are covered at a ratio of 50/50.

Funds are available through the State of Nebraska Public Transportation Assistance Program to aid the City in meeting the required matching funds. Last year, the City of Grand Island was awarded Nebraska Public Transportation Assistance in the amount \$146,800.00 for the period of July 1, 2017 to June 30, 2018. The state funds will be used towards the City's local matching obligation for 5307 Urban Transit funds.

Funds from the Nebraska Public Transportation Assistance Program are competitive, and the City must complete a new application every year.

Discussion

Public Works Transit Division is requesting a resolution to move forward with the annual application for matching funds under the Nebraska Public Transportation Assistance program in the amount of \$187,688.00 or 25% of overall eligible operating costs,

whichever is greater. Upon the State's review of all submitted requests the City will be notified of the exact amount they are to receive, based on funds available vs. funds requested.

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 in providing public transit services.

Sample Motion

Move to approve the Application for the Nebraska Public Transportation Assistance Program.

Application for the Nebraska Public Transportation Assistance Program

| | | | | | | | | | | | |
|---|---|-------|-------------|------|---|---------------|---|-----|---------------|-------|----------------------|
| I | Project Name: Public Transit - Grand Island, Nebraska | | | | | | | | | | |
| II | SPONSORING CONTRACTOR | | | | | VI | FEDERAL IRS IDENTIFICATION NUMBER | | | | |
| Legal Name: City of Grand Island | | | | | | 47-6006205 | | | | | |
| Address: 100 E. 1 st Street PO Box 1968 Grand Island, NE 68802 Telephone: 308-385-5444 Executive Officer's Name: Jeremy L. Jensen Title: Mayor | | | | | | VIII | BUDGET SUMMARY | | | | |
| | | | | | | COSTS | | | | | |
| | | | | | | 1 | Personnel (Enter from Page 6) | | | | \$ 398,752.00 |
| | | | | | | 2 | Administrative (Enter from Page 7) | | | | 6,353.00 |
| III SUBCONTRACTOR (if any) Legal Name: Senior Citizens Industries, Inc Address: 304 E. 3 rd Street Grand Island, NE 68801 Telephone: 308-385-5324 Executive Officer's Name: Theresa Englehardt Title: Executive Director (Check one below) <input type="checkbox"/> Private for Profit <input checked="" type="checkbox"/> Private Nonprofit <input type="checkbox"/> Public | | | | | | 3 | Special Services (Enter from Page 7) | | | | 0.00 |
| | | | | | | 4 | Building Space and Utilities (Enter from Page 8) | | | | 46,976.00 |
| | | | | | | 5 | Fuel (Enter from Page 8) | | | | 96,000.00 |
| | | | | | | 6 | Lubrication, Maintenance, Parts and Supplies (Enter from Page 9) | | | | 75,000.00 |
| | | | | | | 7 | Other (Enter from Page 9) | | | | 82,387.00 |
| | | | | | | 8 | Total Operating Costs (Total of Lines 1-7 above) | | | | \$ 705,468.00 |
| | | | | | | INCOME | | | | | |
| IV | Name of Person to be Responsible for Daily Operation of Project: Sharon Penner | | | | | 9 | Project Income (Enter from Page 10) | | | | \$ 0.00 |
| V | IDENTIFY THE PERIOD FOR WHICH FUNDS ARE BEING REQUESTED | | | | | | | | | | |
| | | | FROM | | UNTIL | | | | | | |
| | | MONTH | DAY | YEAR | | | MONTH | DAY | YEAR | | |
| | | July | 1 | 2018 | | | June | 30 | 2019 | | |
| VI | PERSON WHO PREPARED THIS APPLICATION | | | | | | | | | | |
| Name: Charley Falmlen Address: 100 E. 1 st Street PO Box 1968 Grand Island, NE 68802 Telephone: 308-389-0268 | | | | | | 12 | Net Eligible Operating Deficit (Line 10 minus Line 11, if any) | | | | \$ 347,688.00 |
| | | | | | | 13 | Local Matching Revenue (Enter from Page 10) | | | | 160,000.00 |
| | | | | | | 14 | State Funds Requested | | | | \$ 187,688.00 |
| NAME AND TITLE OF INDIVIDUAL AUTHORIZED TO COMMIT LOCAL FUNDS TO THIS APPLICATION ON BEHALF OF SPONSORING CONTRACTOR | | | | | | | | | | | |
| Name: Jeremy L. Jensen | | | | | Title: (Mayor, City Administrator, Chairman of County Board, or Chairman of Governing Board) Mayor | | | | | | |
| Signature: | | | | | | | | | | Date: | |
| FOR STATE OFFICE USE ONLY | | | | | | | | | | | |
| Project No.: | | | | | | | Project Period: | | Project Year: | | |

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|---------------|---|--------------|------|
| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
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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 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 | 1 | 4 | 2 | 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 is a portal-to-portal, demand-response service that operates within the city limits of Grand Island while serving the communities of Alda, Wood River Cairo, and Doniphan. 24-hour notice is requested from an individual needing transportation.

Office hours for Hall County Public Transportation are Monday-Friday 8:00 a.m. to 4:00 p.m. Buses run from 6:00 a.m. to 6:00 p.m., with the first available pick-up time being 6:00 a.m., and the last scheduled pick-up time at 5:00 p.m. All buses return to the parking lot by 6:00 p.m.

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| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
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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.

Hall County Public Transportation operates demand response service in areas outside the Grand Island metropolitan area. The service includes Wood River, Cairo, Doniphan, and rural Hall County.

Trips are scheduled 24 hours in advance and upon review of ridership statistics, it is estimated that this portion of transit services comprises approximately 5% of ridership.

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.)*

Burlington Trailways - Burlington Trailways provides intercity service seven days a week from Grand Island. The bus station is co-located with Arrow Stage Lines in Grand Island. The buses are at the station in Grand Island at 12:50 am, 3:05 am, and 5:30 pm. Feedback from local station staff estimate approximately 50 boardings and deboardings occur in Grand Island each month. Popular destinations include Lincoln, Omaha, Des Moines, and Indianapolis. Agency staff report 18 buses are on the road during peak travel periods. The company has 39 vehicles in its fleet. Passengers on Burlington Trailways include many students, elderly, and people on fixed incomes

Central City Mini Bus - Merrick County - The Mini Bus operates demand response, curb-to-curb service Monday through Friday from 7:00 am to 4:00 pm. Reservations are required 24-hour in advance. To travel to/from Grand Island, it is \$10 round trip. The agency travels to Grand Island the first Monday of every month. The primary purpose of most passengers traveling from Central City to Grand Island are for medical appointments.

Ryde Transit- Ryde Transit is based out of Kearney and travels to/from Grand Island on a weekly basis. The agency estimates approximately 10,000 annual trips to Grand Island. The majority of trips are for medical appointments and the Veterans Administration facility in Grand Island. The one-way fare to Grand Island is \$8.00 per person.

Private Transit Providers - Other transportation providers within Hall County and Grand Island are private companies, taxis, and Uber. In addition to these services is the company Liberty, which is a new startup company, based out of Lincoln, known as the rural 'Uber' service. The agency is currently looking for drivers in the Grand Island area to provide service to the community.

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Transportation Service

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

At this point and time, the Hall County Public Transportation program provides a very specific service to Grand Island and the surrounding area. There is little to no coordination taking place between Hall County Public Transportation and the other listed organizations, other than on a referral basis.

In the past, Hall County Public Transportation partnered with local cab companies and offered taxi vouchers. The funding for said vouchers is no longer available.

Describe the fare structure of your transportation system:

Hall County Public Transportation operates on a fare structure of \$2.00 per one-way trip.

Transportation Service

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

Hall County Public Transportation offers 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 nine lift-equipped buses with a capacity for two wheelchairs each and two lowered floor mini-vans equipped with wheelchair ramps.

Hall County offers curb-to-curb service, and therefore drivers are available to help disabled and elderly persons onto and off of the bus.

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| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
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| ITEMIZED BUDGET | PERSONNEL COSTS | | | | | |
|--|-----------------|---------------------|--------------------------------|--|--|---|
| a | | b | c | d | e | f |
| PERSONNEL JOB TITLE OR CLASSIFICATION | PERCENT | NUMBER OF EMPLOYEES | PROJECT SALARIES Yearly | EMPLOYER'S SHARE OF FICA Yearly | FRINGE BENEFITS (Detail in Budget Narrative or Notes) Yearly | TOTAL PERSONNEL COSTS (Total of Items C, D, & E for each line entry) Yearly |
| Manager & Scheduler | | 2 | \$65,000.00 | \$4,400.00 | \$2,655.00 | \$72,055.00 |
| Drivers and Dispatchers | | 15 | \$285,000.00 | \$25,128.00 | \$16,000.00 | \$326,128.00 |
| Flu Shots | | | | | \$569.00 | \$569.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
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| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| | | | | | | \$0.00 |
| Totals | | | \$350,000.00 | \$29,528.00 | \$19,224.00 | \$398,752.00 |
| Grand Total of Personnel Costs (Enter on Line VIII-1 of Page 1) | | | | | | \$398,752.00 |

Fringe benefits include total payment by Senior Citizens Industries of unemployment and worker's compensation benefits.

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|---------------|---|--------------|------|
| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
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| ITEMIZED BUDGET | ADMINISTRATIVE COSTS | |
|-----------------|--|-------------------|
| | ITEMIZED DESCRIPTION | COST |
| | Printing and Supplies | \$3,000.00 |
| | Memberships | \$217.00 |
| | Marketing | \$3,136.00 |
| | | |
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| | | |
| | | |
| | Total Administrative Costs (Enter on Line VIII-2 of Page 1) | \$6,353.00 |

Administrative Costs Budget Narrative or Notes:

| ITEMIZED BUDGET | SPECIAL SERVICES COSTS | |
|-----------------|--|---------------|
| | ITEMIZED DESCRIPTION | COST |
| | | |
| | | |
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| | Total Special Services Costs (Enter on Line VIII-3 of Page 1) | \$0.00 |

Special Services Costs Budget Narrative or Notes:

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|---------------|---|--------------|------|
| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
|---------------|---|--------------|------|

| ITEMIZED BUDGET | BUILDING SPACE AND UTILITIES COSTS | |
|-----------------|--|--------------------|
| | ITEMIZED DESCRIPTION | COST |
| | Lease | \$40,000.00 |
| | Phones | \$1,143.00 |
| | Internet Including Data Plan for tablets | \$5,833.00 |
| | | |
| | | |
| | | |
| | | |
| | Total Building Space and Utilities Costs (Enter on Line VIII-4 of Page 1) | \$46,976.00 |

Building Space and Utilities Costs Budget Narrative or Notes:

The City of Grand Island has begun leasing a space for the Transit Division, and is requiring Senior Citizens Industries to enter a sub-lease and operate from a single space with the Transit Division.

| ITEMIZED BUDGET | FUEL | |
|-----------------|--|--------------------|
| | ITEMIZED DESCRIPTION | COST |
| | Fuel | \$96,000.00 |
| | | |
| | | |
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| | | |
| | Total Fuel (Enter on Line VIII-5 of Page 1) | \$96,000.00 |

Fuel and Lubrication Costs Budget Narrative or Notes:

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|---------------|---|--------------|------|
| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
|---------------|---|--------------|------|

| ITEMIZED BUDGET | LUBRICATION, MAINTENANCE, PARTS AND SUPPLIES COSTS | |
|--------------------|--|--------------------|
| | ITEMIZED DESCRIPTION | COST |
| | Oil | \$30,000.00 |
| | Vehicle Maintenance | \$45,000.00 |
| | | |
| | | |
| | | |
| | | |
| | | |
| | Total Lubrication, Maintenance, Parts and Supplies Costs <i>(Enter on Line VIII-6 of Page 1)</i> | \$75,000.00 |

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

| ITEMIZED BUDGET | OTHER COSTS <i>(Including Equipment Rental)</i> | |
|--------------------|--|--------------------|
| | ITEMIZED DESCRIPTION | COST |
| | Insurance - Commercial Liability, Property, etc | \$8,070.00 |
| | Vehicle Insurance | \$61,393.00 |
| | Audit | \$1,513.00 |
| | Admin Fees | \$8,473.00 |
| | Training | \$2,938.00 |
| | | |
| | | |
| | Total Other Costs <i>(Enter on Line VIII-7 of Page 1)</i> | \$82,387.00 |

Other Costs Budget Narrative or Notes:

| | | | |
|---------------|---|--------------|------|
| Project Name: | Public Transit - Grand Island, Nebraska | Fiscal Year: | 2019 |
|---------------|---|--------------|------|

| ITEMIZED BUDGET | ESTIMATED PROJECT INCOME | | | |
|--|--------------------------|--------------|-----------|---------------|
| SOURCES | UNIT DESCRIPTION | NO. OF UNITS | UNIT RATE | AMOUNT |
| Bus Fares | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| | | | | \$0.00 |
| Total Project Income (Enter on Line VIII-9 of Page 1) | | | | \$0.00 |

| ITEMIZED BUDGET | FEDERAL CONTRIBUTION | |
|---|----------------------|--|
| SOURCES | AMOUNT | |
| FTA Operating Assistance | \$272,500.00 | |
| FTA Preventative Maintenance | \$76,080.00 | |
| FTA Support Equipment | \$9,200.00 | |
| | | |
| | | |
| | | |
| | | |
| Total Federal Contribution (Enter on Line VIII-11 of Page 1) | \$357,780.00 | |

| ITEMIZED BUDGET | LOCAL MATCHING REVENUE | |
|---|------------------------|--|
| SOURCES | AMOUNT | |
| City of Grand Island | \$160,000.00 | |
| | | |
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| | | |
| | | |
| Total Matching Revenue (Enter on Line VIII-13 of Page 1) | \$160,000.00 | |

RESOLUTION 2018-193

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 City of Grand Island is in contract with Senior Citizens Industries, Inc, for implementation of a Transit Program using 5307 Urban Transit funds, and thereby eligible for State of Nebraska Public Transportation Assistance Program funds; and

WHEREAS, such State funds will be used towards the City's local matching obligation for 5307 Urban Transit funds to Senior Citizens Industries, Inc.

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 to the Nebraska Public Transportation Assistance Program in an amount not to exceed \$187,688.00 or 25% of eligible operating costs, whichever is greater.

- - -

Adopted by the City Council of the City of Grand Island, Nebraska, June 26, 2018.

Jeremy L. Jensen, Mayor

Attest:

RaNae Edwards, City Clerk

| | |
|---------------------|-----------------|
| Approved as to Form | ☐ _____ |
| June 22, 2018 | ☐ City Attorney |