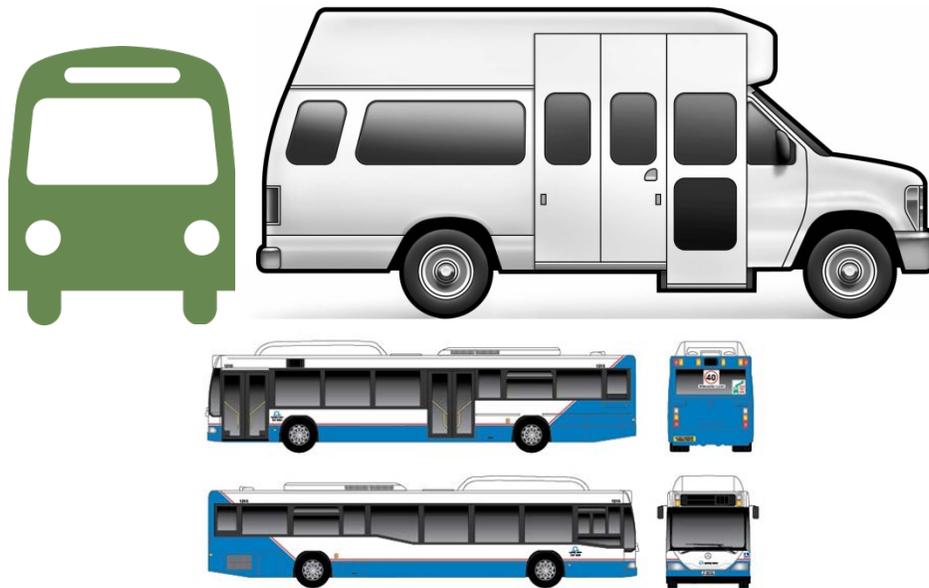


Rail & Public Transit Division

**2016
Discretionary Grant Program
5339 Bus Replacement Program**



Application Instructions

This document is available in alternative formats upon request.

2016 Rail & Public Transit Division Discretionary Grant Programs: *5339 Bus Replacement Program*

Applications are now being accepted for the Bus Replacement Program. **The DEADLINE FOR APPLICATIONS is Thursday, March 31, 2016.** Please provide applications by e-mail to PTDApplications@odot.state.or.us

The Bus Replacement Program is offered to agencies in the designated rural and small urban areas that are eligible recipients of FTA §5339 (bus & bus facilities) Program funds.

This program has \$3.9 million with \$1.4 million targeted for small urban and \$2.5 million for targeted for rural to replace small urban and rural fixed route vehicles. There are typically significantly more requests for replacements than there are funds available.

The following criteria will be used to award projects in the statewide solicitation:

Eligibility (pass/fail):

- Only replacement and right-sizing replacements vehicles are eligible;
- Eligible recipients of the FTA §5339 program (bus & bus facilities); and
- Applicant's fiscal, managerial and operation capacity is adequate.

Each vehicle proposed for replacement is ranked individually on a point scale. The ranking allows for 1- 5 points for each of the following elements:

- Vehicle meets or exceeds age standard for the vehicle type;
- Vehicle mileage meets or exceeds the standard for that vehicle type; and
- Vehicle condition as reported in OPTIS and described by the applicant;
- No Points Given: Geographical Balance.

Ranking will be done by a grant evaluation committee at ODOT RPTD. Agencies will be informed of the results and those vehicles tentatively proposed for replacement by email. Match rate for the 5339 bus replacement grant is 15%.

IF there are remaining or unspent funds in the 5339 grant program after vehicle replacement and/or right sizing projects are awarded RPTD will utilize the remaining funds to award critical need capital projects. This may be a very small amount of grant funding. Match rate will be determined **IF/when** projects are awarded.

Applications will be evaluated by RPTD staff. The RTC will score the projects focusing on technical merit and the projects regional value. RPTD Policy completes scores based on project ability to meet policy objectives and new ways to improve transportation for older adults and people with disabilities.

Please Note: this is an automated grant form; you must fill in all the appropriate table entries, including the dollar and quantity, then calculations will be computed automatically. Please doublecheck the math computations before submitting; they will also be checked by RPTD.

Section B, please select the grant you are applying for, you must fill out one application per grant.

Section 1 Vehicles Being replaced: The information in this section is required for each of the vehicles to be replaced. Please enter the vehicle year, make and model of each vehicle. Select vehicle category (A-E). Enter VIN, number of ADA stations, total number of seats, and current odometer reading. Under Disposal, indicate if the vehicle being replaced is to be **Sold, Transferred**, or used as a **Backup** unit.

Section 2 Condition of Vehicle(s): In this section please explain the vehicle condition: Adequate, Marginal, or Poor. If you have stated marginal or poor, please explain the conditions of the vehicle that have led to that determination such as, vehicle maintenance history, unexpected or major repairs that have occurred. If you have selected a good condition please explain the right sizing justification. Please **bold** the condition for each vehicle, please keep the explanation simple. Example: **VIN ### Poor** – 5 years over useful life.

Section 3 Will you use the ODOT/DAS state price agreement contract: Select Yes or No. If no, describe the needs not addressed in state contracts (no contracts for trolley-style vehicle, no contracts for bus larger than 44 passengers, etc.). Under FTA guidelines, piggybacking on outside contracts is strictly limited.

Section 4 Vehicle(s) to be purchased: For each vehicle being replaced, select the vehicle category A-E. Enter the quantity per category, estimated cost per vehicle, and the application will compute the **Total Cost**. Enter the number of regular passenger seats, number of ADA stations, and total vehicle passenger capacity. For Fuel Type indicate one of these: Gas (**G**), diesel (**D**), biodiesel (**B**), Hybrid-gas (**HG**), hybrid-diesel (**HD**), compressed natural gas (**CNG**), or other alternative fuel (**OF**). Enter the estimated order and delivery dates (minimum time is usually 160 days for ADA accessible vehicles.)

Section 5 Project Totals for Grant Application: The application will automatically calculate the project total based on the information you enter in the Section 4, the match rate for 5339 grants is 15%. Please doublecheck the math computations before submitting, they will also be checked by RPTD.

Section D Local Match: This is a required section, please be specific. Enter the source of your Local Match funds, included in your current budget, from the Special Transportation Fund (STF) is the STF already dedicated, donations, fees, etc. If your local match is not available now, when will it be available, next fiscal year, etc.

Section E Discretionary Expansion Capital Need Information: A very limited amount of funding may be available for critical capital projects. Describe in detail your specific vehicle expansion, capital, or facility need. Match rates will be determined IF/when projects are awarded. Additional information will be requested if/when remaining funding is determined.

Questions about the form or the grant process may be addressed to ODOT Rail & Public Transit Division, Christine West, Capital Programs Coordinator at 503-986-3410, or e-mail at Christine.A.West@odot.state.or.us