

RESOLUTION NO. 4311

A RESOLUTION ACCEPTING THE 2000-2001 LINN COUNTY SPECIAL TRANSPORTATION FORMULA PROGRAM CONTRACT FOR THE ALBANY CALL-A-RIDE, ALBANY TRANSIT SYSTEM, AND LINN-BENTON LOOP TRANSIT SYSTEM FUNDING.

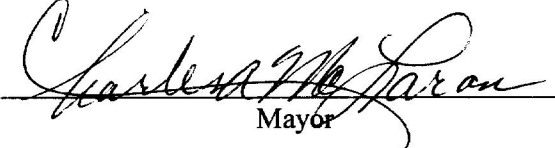
WHEREAS, the City of Albany has submitted a 2000-2001 Special Transportation Formula (STF) funding support application to Linn County for the Albany Call-A-Ride, Albany Transit System, and Linn-Benton Loop Transit System; and

WHEREAS, the City of Albany is the service provider for the Albany Call-A-Ride, Albany Transit System, and Linn-Benton Loop Transit System.

NOW, THEREFORE, BE IT RESOLVED that the City of Albany accepts the Linn County STF contract in the amount of \$23,000 for operating expenses for Albany Call-A-Ride, \$8,000 for Linn-Benton Loop, and \$3,100 for Albany Transit System for fiscal year 2000-2001; and

BE IT FURTHER RESOLVED that the City Council of the City of Albany, Oregon, accepts these funds and authorizes the City Manager to execute the agreements and conditions for their acceptance.

DATED THIS 12TH DAY OF JULY 2000.



Mayor

ATTEST:



City Recorder

INTERGOVERNMENTAL AGREEMENT

(Order #2000-270)

This Agreement is between Albany Paratransit/Call-A-Ride and Linn County ("County"), which are each units of local government, as defined at ORS 190.002. ORS 190.010 to 190.110 authorizes units of local government to enter into agreements to perform any and all functions and activities that a party to the agreement, its officers or agencies have authority to perform.

PARTIES: LINN COUNTY, a political subdivision of the State of Oregon, ("County"), of P.O. Box 100, Albany, Oregon, State Accident Insurance Fund Policy #28337100, and Albany Paratransit/Call-A-Ride, of 489 Water Street NW, Albany, OR 97321, a municipality, ("Contractor"), whose Federal Employer Identification # is 93-60021114, hereinafter called "Contractor," agree as follows:

1. **Term of Contract:** This Agreement shall be effective and services required hereunder shall commence on July 1, 2000 and shall terminate on June 30, 2001, except as provided by the termination and non-funding provisions set out below.
2. **County Responsibilities:**
3. **Contractor's Responsibilities:** Contractor agrees to perform the following services to the satisfaction of the County:
 - Provide transportation to elderly and disabled citizens of the Linn County area as outlined in Exhibit A: STF 2001 Application.
4. **Consideration:** As consideration for the performance of all terms and conditions set forth in this Contract, County promises to pay \$5750 per quarter according to the following terms:
 - a. Upon receipt of a ODOT Quarterly report and STF Quarterly Reimbursement Request to be submitted by Contractor.
5. **Declaration of the nature of the contractual relationship:** Contractor agrees that Contractor is an independent Contractor and not an employee of or agent of the County. County shall not be responsible for any claims, demands or causes of action of any kind or character arising in favor of any person, on account of personal injuries, or death, or damage to property occurring, growing out of, incident to, or resulting directly or indirectly from the operations or activities of the Contractor.
6. **Workers Compensation Provisions:**
 - a. Contractor may employ workers, and if Contractor employs workers, Contractor shall obtain and at all time keep in effect Worker's Compensation insurance. Contractor represents to the County that it presently maintains coverage sufficient to meet the requirements of Oregon law by: City County Insurance Services Policy No. City of Albany.
 - b. The parties hereto specifically agree that this Agreement and declaration will render Contractor and Contractor's employees, if any, ineligible for benefits under ORS 656.029 and that the County shall not be liable for, responsible for, or in any way or manner be required to provide Workers' Compensation benefits for Contractor or Contractor's employees.
 - c. Contractor knowingly waives any rights, as against Linn County, under the Worker's Compensation Law.
 - d. Contractor agrees that all employers, working under this contract, including but not

limited to Contractor, are "subject employers" as defined in ORS 656.005, that will comply with ORS 656.017.

7. Other insurance provisions:

a. Indemnification. It is agreed that County has no obligation to defend, hold harmless or indemnify, or provide any insurance coverages for or on behalf of Contractor, except: NA

b. General Liability.

i. To the extent coverage is not provided as required by any other provision in this agreement, Contractor shall obtain and at all times keep in effect, liability insurance covering activities and operations of the Contractor. Such liability insurance, whatever the form, shall carry at least liability coverage sufficient to meet the requirements set forth in the Oregon Tort Claims Act as codified in ORS 30.260 to 30.300, such requirements include the following limits:

- (1) \$50,000 to any claimant for any number of claims for damage to or destruction of property, including consequential damages, arising out of a single accident or occurrence;
- (2) \$100,000 to any claimant as general and special damages for all other claims arising out of a single accident or occurrence, unless those damages exceed \$100,000, in which case the claimant may recover additional special damages, but in no event shall the total award of special damages exceed \$100,000; and
- (3) \$500,000 for any number of claims arising out of a single accident or occurrence.

ii. Contractor has obtained insurance required by Subsection (6) (b)(i) by Policy City of Albany, written by City County Insurance Services.

c. Professional Liability. Contractor shall obtain and at all times keep in effect, any professional liability required by law.

d. Policy Changes. In the event of unilateral cancellation or restriction by the insurance company of an insurance policy referred to in this paragraph, the Contractor shall immediately notify County orally and in writing within three (3) days.

e. In the event of unilateral cancellation or restriction by the insurance company of an insurance policy referred to in this paragraph, the Contractor shall immediately notify County orally and in writing within three (3) days.

f. Contractor represents that it has obtained the insurance required by this Agreement.

8. Other contractor duties: Contractor further agrees to:

a. Comply with all applicable Federal and State statutes, rules and regulations, specifically including the following provisions of the Oregon Revised Statutes ("Public Contracts and Purchasing") which are incorporated by this reference in this Contract: ORS 279.312 to 279.320; 279.334 to 279.338; and, if this contract is for a public works project and payment pursuant to this Contract exceeds \$25,000, the provisions of ORS 279.348 to 279.365; and 279.445(4) and (5).

b. Not delegate the responsibility for providing services hereunder to any other individual or agency, except as provided for above, in "Contractor's Services", and to provide County with periodic reports to County at the frequency and with the information prescribed to be reported by County.

9. Termination; for cause, non-funding, convenience:

- a. **For Convenience.** Either party may terminate this Contract without specifying any reason for termination by giving written notice of intent to terminate, in writing, mailed at least 60 days before the intended termination date to the other party at the party's address given above.
- b. **For Cause.** It is further agreed that this Contract may be terminated by the County for either of the following causes by the mailing of written notice to the Contractor at Contractor's address given above, specifying the cause:
 - i. unsatisfactory performance or nonperformance. The Linn County Board of Commissioners is the sole judge of Contractor's unsatisfactory performance or nonperformance; or
 - ii. loss of available funding.

10. **Other conditions:** None.

11. **Entire agreement:** The foregoing constitutes the entire agreement between the parties. It may not be changed, except that amendments may be made provided the same are in writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in duplicate by the duly authorized persons whose signature appear below.

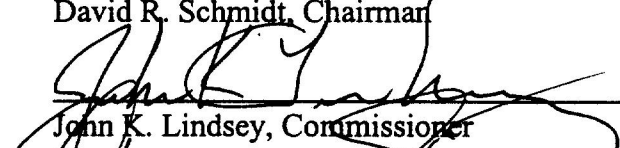
City of Albany

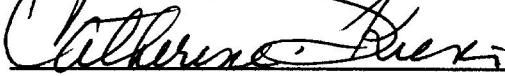
BOARD OF COMMISSIONERS
FOR LINN COUNTY



Steve Bryant
City Manager

ABSENT

David R. Schmidt, Chairman


John K. Lindsey, Commissioner


Catherine Skiens, Commissioner

7-12-00


Dated

6/21/00

Dated

APPROVED AS TO CONTRACT TERMS:


Stella Transue, STF Staff

APPROVED AS TO FORM:


Thomas N. Corr
Linn County Legal Counsel

**LINN COUNTY
APPLICATION FOR SPECIAL TRANSPORTATION FORMULA PROGRAM
COVER PAGE**

AGENCY: Albany Paratransit/Call-A-Ride PROJECT PERIOD: July 1, 2000-June 30, 2001

ADDRESS: 489 Water St. NW
Albany, OR 97321

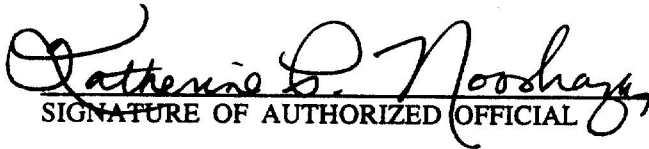
TYPE OF PROPOSAL:
New
Continuation

TELEPHONE: 917-7760

TYPE OF ORGANIZATION:
Public
Non-Profit
Profit

NAME AND TITLE OF PREPARER: Ted E. Frazier, Paratransit/Call-A-Ride Coordinator

TOTAL STFP OPERATING FUNDS REQUESTED \$ 23,000.00


SIGNATURE OF AUTHORIZED OFFICIAL

5-31-00
DATE

NAME: Katherine P. Nooshazar
TITLE: Senior and Recreation Programs Supervisor

TECHNICAL APPLICATION

A. Type of Transportation Service Proposed:

- Fixed Route
- Door-to-Door
- Taxi
- Volunteer Driver
- Other

B. Describe Service Area: Within three-quarters of a mile outside the City of Albany city limits.

C. Population: 40,009
Source of Population: City of Albany Demographic Data

D. Describe in detail the service and how it will meet the transportation needs of the elderly and/or handicapped including vehicles used, days of operations, hours of operations, and estimated mileage for service period.

The Albany Paratransit/Call-A-Ride System operates Monday through Friday, 7 a.m. to 6 p.m.

The System operates within three-quarters of a mile outside the Albany city limits. Albany Paratransit/Call-A-Ride provides transportation for all elderly and ADA-eligible passengers to essential services, jobs, doctors, therapy, social service agencies, grocery stores, etc. Individuals must be able to board the Paratransit/Call-A-Ride van or sedan with limited assistance from the driver. Clients may require mobility aids or personal attendants. Because of the social service offices located in Albany, there is a large population of frail and elderly individuals as well as individuals with disabilities who use the Paratransit/Call-A-Ride Service. Transportation is available through Paratransit/Call-A-Ride for some evening and weekend activities such as concerts in the park, public hearings, city council meetings, etc. The number of rides provided has increased significantly during the past year. Albany Paratransit/Call-A-Ride also provides transportation to the Senior Services elderly nutrition site presently located at the Albany Senior Center. This service is provided Monday through Friday, between the hours of 10:00 a.m. and 1:30 p.m. The number of nutrition site riders has almost doubled in the past year.

The Albany Paratransit/Call-A-Ride System works with the Senior Services and Disability Services Divisions of the CWCOG to provide transportation for Medicaid, non-medical services and OMAP eligible riders.

The Albany Paratransit/Call-A-Ride service uses a corps of volunteers, along with limited staff to provide transportation services. Volunteers serve as drivers utilizing City of Albany sedans and vans in order to provide door-to-door service to clients. Volunteers staff 2 shifts per day. Additionally, volunteers work as dispatchers scheduling rides, determining special service needs, dispatching vehicles, and act as customer service representatives with riders. One part-time staff person coordinates volunteers, schedules vehicle maintenance and repairs, administers budget, completes appropriate paper work, etc. A second staff person provides early morning transportation and special needs transportation for particularly frail clients.

In addition to providing general funding for the Paratransit service, this grant will provide funding for the following:

General Paratransit Service: Transportation service as described above. Total cost \$10,000

375 FTE Paratransit Driver-15 hours per week: This would continue the utilization of fully trained drivers to assist special needs clients from 7:00am daily until 6:00pm daily. We would continue to provide 5 additional rides per day (25 per week). Additionally we would have adequate coverage during peak hours of service to assist clients requiring specialized assistance due to disabilities, wheel chairs etc. Without this funding coverage is not available during these three hours per day or is provided by volunteers unable to meet these special needs. Total cost to continue this service: \$8000.

ALBANY PARATRANSIT/CALL-A-RIDE SYSTEM STF APPLICATION 2000-2001

Driver Pay Equity: Currently, Paratransit drivers employed by the City of Albany receive a starting salary of \$6.66 per hour (less than fast-food industry workers do.) These drivers are responsible for safely transporting special needs clients and assisting very frail elderly. Salary surveys of all comparable service providers with a similar population base have a starting salary of \$8.55 per hour. We have had problems filling these driver positions due to the inequitable rate of pay which does not provide a living wage. This inadequate salary combined with the high level of responsibility makes it difficult to hire qualified drivers. These funds would enable us to attract Paratransit Drivers able to meet the needs of the frail elderly and clients needing special assistance. Total Cost: \$5,000.

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E. Service Coordination

Describe plans to coordinate with existing transportation services. Explain and identify why existing resources/services do not fulfill the need indicated in the application.

In cooperation with the Albany Transit System, Paratransit/Call-A-Ride coordinates with Linn-Benton Loop, Corvallis Transit System, Benton County Dial-A-Ride, CWCOG Senior and Disability Services, and the Linn County Shuttle. Additionally, the Paratransit/Call-A-Ride System provides transportation for Medicaid, non-medical transport eligible clients and OMAP clients. The Paratransit/Call-A-Ride System also makes referrals to DHR's Volunteer Service and the Interfaith Caregiver's program as appropriate. The Paratransit/Call-A-Ride System is the designated provider under ADA guidelines for individuals unable to utilize conventional public transportation services.

We are asking for \$10,000 in STFP funds in order to provide Nutrition Site and Paratransit/Call-A-Ride transportation services. Nutrition program ridership as well as general transportation requests continue to increase significantly. STFP funds will make a notable difference in our ability to provide these services. Lack of funds for the Albany Paratransit/Call-A-Ride Service will significantly impact not only the Paratransit/Call-A-Ride service, but also the ATS system and the Linn County Shuttle. ATS cannot operate legally without a Paratransit service. Without the Paratransit/Call-A-Ride service, the Linn County Shuttle will provide East Linn County residents transportation to Albany in order to visit the Social Security office, Senior and Disabled Services, etc. Upon their arrival in Albany, individuals with disabilities will not be able to receive transport to the needed offices.

ATS is mandated by the Americans with Disabilities Act (ADA) to provide paratransit service to three-quarters of a mile beyond the existing fixed route. It is mandated to provide transportation to individuals who have disabilities that make them unable to use conventional modes of transportation such as buses, etc. Paratransit/Call-A-Ride provides this service in an efficient manner that maximizes client independence. We are asking for \$13,000 in funds to provide qualified drivers (paid at a fair wage) to serve the ADA and frail elderly population. Without this funding, our ability to provide these services would be greatly impaired. We would be unable to serve the clients most in need of assistance.

Paratransit/Call-A-Ride now provides transportation to all eligible persons requesting service. To meet the ADA regulations, Paratransit/Call-A-Ride has expanded services over the past five years, and has met the milestones as outlined in the City's paratransit plan. To do this, the paratransit system employs a coordinator and three part-time drivers to meet ridership demand for service.

F. Persons To Be Served:

Estimate the number of unduplicated persons to be served between July 1, 2000, and June 30, 2001. Persons should be counted in only one category. If a rider is elderly, count only in elderly category even if the rider is also physically and/or mentally handicapped. If the rider is not elderly, count the rider in one of the remaining categories.

	Total Persons Unduplicated
1. Elderly	500
2. Under 60, Mentally Handicapped	40
3. Under 60, Physically Handicapped	90
4. Other (Non-STFP Eligible)	0
TOTAL	630

What is the basis for this estimate?

Based on current average ridership figures.

Do you provide services other than transportation? No If "yes", will you provide transportation services to persons who do not participate in your other programs? NA If "yes", what percent of your riders will only use your transportation services? NA %

G. Units of Service

Identify the estimated number of services units (one way rides) to be provided between July 1, 2000, and June 30, 2001.

	Total Units	Avg Units Per Week
1. Elderly	12,000	231
2. Under 60, Mentally Handicapped	300	6
3. Under 60, Physically Handicapped	2,700	52
4. Other (Non-STFP Eligible)	0	0
TOTAL	<u>15,000</u>	

What is the basis for this estimate?

Based on current average ridership figures.

Estimated vehicle hours operated between July 1, 2000 and June 30, 2001: 4600 hours
Estimated vehicle miles between July 1, 2000 and June 30, 2001: 48,000 miles

H. **Fare Structure:**
Regular Fare \$ **Disabled Person Fare \$**
Senior Fare \$ **Donation Requested \$1.00 per ride**
Monthly Pass \$
No Fare Charged:

I. **Eligibility Determination:**

Describe the process for determining eligibility of riders.

All persons who meet the eligibility requirements of the Americans with Disability Act (ADA) are permitted to ride. Additionally, all elderly individuals who have difficulty using conventional transportation services are eligible to ride. All clients referred by the Nutrition Site Manager are eligible to ride. All Senior and Disabled Medicaid clients needing non-medical transportation are eligible to ride. All individuals meeting OMAP guidelines are eligible to ride. A copy of the Albany Paratransit/Call-A-Ride System Rider's Manual and eligibility application is attached.

Under what conditions will persons who are not eligible for STFP funded services be permitted to ride?

- Same as STFP funded riders
- On space available basis
- Not permitted to ride
- Other Except... (see below)

When an ADA-eligible rider requires a personal attendant, that personal attendant will be viewed as a mobility aid and permitted to ride free of charge.

BUDGET APPLICATION

1. **REVENUES**

A. Cash Resources: Identify revenue sources for the entire agency and the amount for the total transportation program between July 2000 and June 30, 2001.

	Agency	Trans. Prog.
Special Transportation Formula Program Funds	\$23,000	\$ 23,000
United Way	0	0
Federal Funds (Title XIX Non-medical)	15,500	15,500
Other State Funds	0	0
Local Government Funds	31,700	31,700
Ridership Fees	9,500	9,500
Other (list)		
Interest	400	400
Beginning Balance	1,000	1,000

Total Cash Resources	\$81,100	\$81,100

B. In-Kind Resources: Identify the in-kind resources and indicate the value (for example; volunteer drivers, dispatchers at \$6.50/hour).

	Number of Hours	\$ Amount
Paratransit/Call-A-Ride Volunteer Driver/Dispatcher	4,500	29,250
Administrative Salaries		50,000
Workman's Comp		96,000
Basic Telephone, Data Processing, Space Rental, Materials & Supplies		15,000
Total In-Kind Value		\$190,250

2. EXPENDITURES

A. **Line Item Expenses (Cash):** Prepare a detailed line item expense budget for July 1, 2000 through June 30, 2001 that includes the categories indicated below. Do NOT include in-kind expenses or capital purchases.

Administrative Costs	Total Trans Costs	STFP Costs
Administrative Salaries & Wages	\$ 0	0
Administrative Fringe	\$ 0	0
SUBTOTAL Administrative Personnel	\$ 0	0
 Administrative Line Items:		
Printing/Binding	\$ 500	0
Postage/Shipping	\$ 100	0
Contractual Services	\$ 300	0
Flex Spending Admin Fees	\$ 100	0
Telephone	\$ 100	0
Training	\$ 300	0
Conferences	\$ 300	0
Equipment Replacement	\$2,600	0
2% Fee for STFP Administrative Costs (see page 2 of the instructions for explanation)	\$ 460	0
SUBTOTAL Administrative Line Items	\$4,760	0
TOTAL ADMINISTRATIVE PERSONNEL & LINE ITEMS	\$4,760	

<u>Direct Service Costs</u>	<u>Trans Program</u>	<u>STEP Only</u>
Direct Service Salaries & Wages	\$25,700	\$13,000
Direct Service Fringe (Attach staff roster with annual cost breakdown)	\$15,800	\$ 4,000
SUBTOTAL Direct Service Personnel	\$41,500	\$17,000
Direct Services Line Items:		
Fuel & Oil	\$ 5,000	\$ 3,000
Vehicle Maintenance & Tires	\$ 7,500	\$ 3,000
Communications Equip Maintenance	\$ 200	0
Materials & Supplies	\$ 300	0
SUBTOTAL Direct Services Line Items	\$13,000	\$ 6,000
TOTAL DIRECT SERVICE PERSONNEL & LINE ITEMS	\$54,500	\$23,000
GRAND TOTAL ADMINISTRATIVE & DIRECT SERVICE EXPENDITURES	\$59,260	\$23,000

NOTE: STF moneys may not be used to replace present funds for transportation. They may be used to increase resources available for transporting elderly and disabled persons.

B. Cost Analysis

	<u>Trans Program</u>
TOTAL # of Rides (from page 4)	15,000
Cost per Unit of Service (Grand Total Transportation costs divided by number of service units)	\$ 3.95
Total Unduplicated persons served (from page 4)	630
Cost per Person	\$94.08
Estimated Yearly Miles Driven (from page 2)	48,000
Cost per Mile	\$ 1.23

C. Budget Justification

- 1. Revenue Narrative: Provide a narrative description of total transportation revenues. Provide clarification and explanation of any changes from FY99 budget to FY00 budget.**

The Albany Paratransit/Call-A-Ride Service has a budget separate from the Albany Transit System. Revenues are secured from grants, City of Albany funds, and Paratransit/Call-A-Ride fares. Additionally, we continue to secure revenue from Medicaid non-medical transportation program funds.

- 2. Expenditure Narrative: Provide a narrative description of the expenditures outlined in the line item budget. Provide clarification and explanation of any changes from FY99 budget to FY00 budget.**

Due to substantial increases in ridership we have increased both mileage and maintenance costs significantly. Wages have increased along with benefits due to COLA's for the Paratransit/Call-A-Ride program staff. There has been a substantial increase in the cost of providing a basic benefit package.

INTERGOVERNMENTAL AGREEMENT

(Order #2000-270)

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- b. General Liability.**
 - i.** To the extent coverage is not provided as required by any other provision in this agreement, Contractor shall obtain and at all times keep in effect, liability insurance covering activities and operations of the Contractor. Such liability insurance, whatever the form, shall carry at least liability coverage sufficient to meet the requirements set forth in the Oregon Tort Claims Act as codified in ORS 30.260 to 30.300, such requirements include the following limits:
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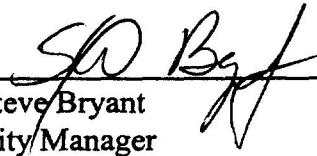
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 - i. unsatisfactory performance or nonperformance. The Linn County Board of Commissioners is the sole judge of Contractor's unsatisfactory performance or nonperformance; or
 - ii. loss of available funding.
10. **Other conditions:** None.
11. **Entire agreement:** The foregoing constitutes the entire agreement between the parties. It may not be changed, except that amendments may be made provided the same are in writing and signed by the parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be executed in duplicate by the duly authorized persons whose signature appear below.

City of Albany


BOARD OF COMMISSIONERS
FOR LINN COUNTY



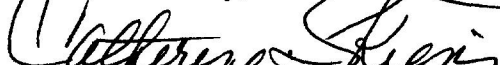
Steve Bryant
City Manager

ABSENT

David R. Schmidt, Chairman



John K. Lindsey, Commissioner



Catherine Skiens, Commissioner

7-12-00

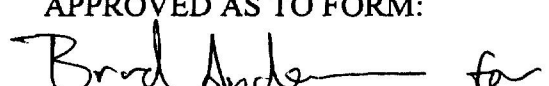
Dated

6/21/00

Dated

APPROVED AS TO CONTRACT TERMS:


Stella Transue, STF Staff

APPROVED AS TO FORM:


Thomas N. Corr
Linn County Legal Counsel

**LINN COUNTY
APPLICATION FOR SPECIAL TRANSPORTATION FORMULA PROGRAM
COVER PAGE**

AGENCY: Albany Paratransit/Call-A-Ride PROJECT PERIOD: July 1, 2000-June 30, 2001

ADDRESS: 489 Water St. NW TYPE OF PROPOSAL:
Albany, OR 97321 New
Continuation

TELEPHONE: 917-7760 TYPE OF ORGANIZATION:
Public
Non-Profit
Profit

NAME AND TITLE OF PREPARER: Ted E. Frazier, Paratransit/Call-A-Ride Coordinator

TOTAL STFP OPERATING FUNDS REQUESTED \$ 23,000.00

 5-31-00
SIGNATURE OF AUTHORIZED OFFICIAL DATE

NAME: Katherine P. Nooshazar
TITLE: Senior and Recreation Programs Supervisor

TECHNICAL APPLICATION

A. Type of Transportation Service Proposed:

- Fixed Route
- Door-to-Door
- Taxi
- Volunteer Driver
- Other

B. Describe Service Area: Within three-quarters of a mile outside the City of Albany city limits.

C. Population: 40,009
Source of Population: City of Albany Demographic Data

D. Describe in detail the service and how it will meet the transportation needs of the elderly and/or handicapped including vehicles used, days of operations, hours of operations, and estimated mileage for service period.

The Albany Paratransit/Call-A-Ride System operates Monday through Friday, 7 a.m. to 6 p.m.

The System operates within three-quarters of a mile outside the Albany city limits. Albany Paratransit/Call-A-Ride provides transportation for all elderly and ADA-eligible passengers to essential services, jobs, doctors, therapy, social service agencies, grocery stores, etc. Individuals must be able to board the Paratransit/Call-A-Ride van or sedan with limited assistance from the driver. Clients may require mobility aids or personal attendants. Because of the social service offices located in Albany, there is a large population of frail and elderly individuals as well as individuals with disabilities who use the Paratransit/Call-A-Ride Service. Transportation is available through Paratransit/Call-A-Ride for some evening and weekend activities such as concerts in the park, public hearings, city council meetings, etc. The number of rides provided has increased significantly during the past year. Albany Paratransit/Call-A-Ride also provides transportation to the Senior Services elderly nutrition site presently located at the Albany Senior Center. This service is provided Monday through Friday, between the hours of 10:00 a.m. and 1:30 p.m. The number of nutrition site riders has almost doubled in the past year.

The Albany Paratransit/Call-A-Ride System works with the Senior Services and Disability Services Divisions of the CWCOCG to provide transportation for Medicaid, non-medical services and OMAP eligible riders.

The Albany Paratransit/Call-A-Ride service uses a corps of volunteers, along with limited staff to provide transportation services. Volunteers serve as drivers utilizing City of Albany sedans and vans in order to provide door-to-door service to clients. Volunteers staff 2 shifts per day. Additionally, volunteers work as dispatchers scheduling rides, determining special service needs, dispatching vehicles, and act as customer service representatives with riders. One part-time staff person coordinates volunteers, schedules vehicle maintenance and repairs, administers budget, completes appropriate paper work, etc. A second staff person provides early morning transportation and special needs transportation for particularly frail clients.

In addition to providing general funding for the Paratransit service, this grant will provide funding for the following:

General Paratransit Service: Transportation service as described above. Total cost \$10,000

.375 FTE Paratransit Driver-15 hours per week: This would continue the utilization of fully trained drivers to assist special needs clients from 7:00am daily until 6:00pm daily. We would continue to provide 5 additional rides per day (25 per week). Additionally we would have adequate coverage during peak hours of service to assist clients requiring specialized assistance due to disabilities, wheel chairs etc. Without this funding coverage is not available during these three hours per day or is provided by volunteers unable to meet these special needs. Total cost to continue this service: \$8000.

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Driver Pay Equity: Currently, Paratransit drivers employed by the City of Albany receive a starting salary of \$6.66 per hour (less than fast-food industry workers do.) These drivers are responsible for safely transporting special needs clients and assisting very frail elderly. Salary surveys of all comparable service providers with a similar population base have a starting salary of \$8.55 per hour. We have had problems filling these driver positions due to the inequitable rate of pay which does not provide a living wage. This inadequate salary combined with the high level of responsibility makes it difficult to hire qualified drivers. These funds would enable us to attract Paratransit Drivers able to meet the needs of the frail elderly and clients needing special assistance. Total Cost: \$5,000.

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E. Service Coordination

Describe plans to coordinate with existing transportation services. Explain and identify why existing resources/services do not fulfill the need indicated in the application.

In cooperation with the Albany Transit System, Paratransit/Call-A-Ride coordinates with Linn-Benton Loop, Corvallis Transit System, Benton County Dial-A-Ride, CWCOG Senior and Disability Services, and the Linn County Shuttle. Additionally, the Paratransit/Call-A-Ride System provides transportation for Medicaid, non-medical transport eligible clients and OMAP clients. The Paratransit/Call-A-Ride System also makes referrals to DHR's Volunteer Service and the Interfaith Caregiver's program as appropriate. The Paratransit/Call-A-Ride System is the designated provider under ADA guidelines for individuals unable to utilize conventional public transportation services.

We are asking for \$10,000 in STFP funds in order to provide Nutrition Site and Paratransit/Call-A-Ride transportation services. Nutrition program ridership as well as general transportation requests continue to increase significantly. STFP funds will make a notable difference in our ability to provide these services. Lack of funds for the Albany Paratransit/Call-A-Ride Service will significantly impact not only the Paratransit/Call-A-Ride service, but also the ATS system and the Linn County Shuttle. ATS cannot operate legally without a Paratransit service. Without the Paratransit/Call-A-Ride service, the Linn County Shuttle will provide East Linn County residents transportation to Albany in order to visit the Social Security office, Senior and Disabled Services, etc. Upon their arrival in Albany, individuals with disabilities will not be able to receive transport to the needed offices.

ATS is mandated by the Americans with Disabilities Act (ADA) to provide paratransit service to three-quarters of a mile beyond the existing fixed route. It is mandated to provide transportation to individuals who have disabilities that make them unable to use conventional modes of transportation such as buses, etc. Paratransit/Call-A-Ride provides this service in an efficient manner that maximizes client independence. We are asking for \$13,000 in funds to provide qualified drivers (paid at a fair wage) to serve the ADA and frail elderly population. Without this funding, our ability to provide these services would be greatly impaired. We would be unable to serve the clients most in need of assistance.

Paratransit/Call-A-Ride now provides transportation to all eligible persons requesting service. To meet the ADA regulations, Paratransit/Call-A-Ride has expanded services over the past five years, and has met the milestones as outlined in the City's paratransit plan. To do this, the paratransit system employs a coordinator and three part-time drivers to meet ridership demand for service.

F. Persons To Be Served:

Estimate the number of unduplicated persons to be served between July 1, 2000, and June 30, 2001. Persons should be counted in only one category. If a rider is elderly, count only in elderly category even if the rider is also physically and/or mentally handicapped. If the rider is not elderly, count the rider in one of the remaining categories.

	Total Persons Unduplicated
1. Elderly	500
2. Under 60, Mentally Handicapped	40
3. Under 60, Physically Handicapped	90
4. Other (Non-STFP Eligible)	0
TOTAL	630

What is the basis for this estimate?

Based on current average ridership figures.

Do you provide services other than transportation? No If "yes", will you provide transportation services to persons who do not participate in your other programs? NA If "yes", what percent of your riders will only use your transportation services? NA %

G. Units of Service

Identify the estimated number of services units (one way rides) to be provided between July 1, 2000, and June 30, 2001.

	Total Units	Avg Units Per Week
1. Elderly	12,000	231
2. Under 60, Mentally Handicapped	300	6
3. Under 60, Physically Handicapped	2,700	52
4. Other (Non-STFP Eligible)	0	0
TOTAL	<u>15,000</u>	

What is the basis for this estimate?

Based on current average ridership figures.

Estimated vehicle hours operated between July 1, 2000 and June 30, 2001: 4600 hours
Estimated vehicle miles between July 1, 2000 and June 30, 2001: 48,000 miles

H. **Fare Structure:**
Regular Fare \$
Senior Fare \$
Monthly Pass \$
No Fare Charged:

Disabled Person Fare \$
Donation Requested \$1.00 per ride

I. **Eligibility Determination:**

Describe the process for determining eligibility of riders.

All persons who meet the eligibility requirements of the Americans with Disability Act (ADA) are permitted to ride. Additionally, all elderly individuals who have difficulty using conventional transportation services are eligible to ride. All clients referred by the Nutrition Site Manager are eligible to ride. All Senior and Disabled Medicaid clients needing non-medical transportation are eligible to ride. All individuals meeting OMAP guidelines are eligible to ride. A copy of the Albany Paratransit/Call-A-Ride System Rider's Manual and eligibility application is attached.

Under what conditions will persons who are not eligible for STFP funded services be permitted to ride?

- Same as STFP funded riders
- On space available basis
- Not permitted to ride
- Other Except... (see below)

When an ADA-eligible rider requires a personal attendant, that personal attendant will be viewed as a mobility aid and permitted to ride free of charge.

BUDGET APPLICATION

1. REVENUES

A. Cash Resources: Identify revenue sources for the entire agency and the amount for the total transportation program between July 2000 and June 30, 2001.

	Agency	Trans. Prog.
Special Transportation Formula Program Funds	\$23,000	\$ 23,000
United Way	0	0
Federal Funds (Title XIX Non-medical)	15,500	15,500
Other State Funds	0	0
Local Government Funds	31,700	31,700
Ridership Fees	9,500	9,500
Other (list)		
Interest	400	400
Beginning Balance	1,000	1,000

Total Cash Resources	\$81,100	\$81,100

B. In-Kind Resources: Identify the in-kind resources and indicate the value (for example; volunteer drivers, dispatchers at \$6.50/hour).

	Number of Hours	\$ Amount
Paratransit/Call-A-Ride Volunteer Driver/Dispatcher	4,500	29,250
Administrative Salaries		50,000
Workman's Comp		96,000
Basic Telephone, Data Processing, Space Rental, Materials & Supplies		15,000
Total In-Kind Value		\$190,250

2. EXPENDITURES

- A. **Line Item Expenses (Cash):** Prepare a detailed line item expense budget for July 1, 2000 through June 30, 2001 that includes the categories indicated below. Do NOT include in-kind expenses or capital purchases.

<u>Administrative Costs</u>	<u>Total Trans Costs</u>	<u>STFP Costs</u>
Administrative Salaries & Wages	\$ 0	0
Administrative Fringe	\$ 0	0
SUBTOTAL Administrative Personnel	\$ 0	0
 Administrative Line Items:		
Printing/Binding	\$ 500	0
Postage/Shipping	\$ 100	0
Contractual Services	\$ 300	0
Flex Spending Admin Fees	\$ 100	0
Telephone	\$ 100	0
Training	\$ 300	0
Conferences	\$ 300	0
Equipment Replacement	\$2,600	0
2% Fee for STFP Administrative Costs (see page 2 of the instructions for explanation)	\$ 460	0
SUBTOTAL Administrative Line Items	\$4,760	0
TOTAL ADMINISTRATIVE PERSONNEL & LINE ITEMS	\$4,760	

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<u>Direct Service Costs</u>	<u>Trans Program</u>	<u>STFP Only</u>
Direct Service Salaries & Wages	\$25,700	\$13,000
Direct Service Fringe (Attach staff roster with annual cost breakdown)	\$15,800	\$ 4,000
SUBTOTAL Direct Service Personnel	\$41,500	\$17,000
Direct Services Line Items:		
Fuel & Oil	\$ 5,000	\$ 3,000
Vehicle Maintenance & Tires	\$ 7,500	\$ 3,000
Communications Equip Maintenance	\$ 200	0
Materials & Supplies	\$ 300	0
SUBTOTAL Direct Services Line Items	\$13,000	\$ 6,000
TOTAL DIRECT SERVICE PERSONNEL & LINE ITEMS	\$54,500	\$23,000
GRAND TOTAL ADMINISTRATIVE & DIRECT SERVICE EXPENDITURES	\$59,260	\$23,000

NOTE: STF moneys may not be used to replace present funds for transportation. They may be used to increase resources available for transporting elderly and disabled persons.

B. Cost Analysis

	<u>Trans Program</u>
TOTAL # of Rides (from page 4)	15,000
Cost per Unit of Service (Grand Total Transportation costs divided by number of service units)	\$ 3.95
Total Unduplicated persons served (from page 4)	630
Cost per Person	\$94.08
Estimated Yearly Miles Driven (from page 2)	48,000
Cost per Mile	\$ 1.23

C. Budget Justification

- 1. Revenue Narrative: Provide a narrative description of total transportation revenues. Provide clarification and explanation of any changes from FY99 budget to FY00 budget.**

The Albany Paratransit/Call-A-Ride Service has a budget separate from the Albany Transit System. Revenues are secured from grants, City of Albany funds, and Paratransit/Call-A-Ride fares. Additionally, we continue to secure revenue from Medicaid non-medical transportation program funds.

- 2. Expenditure Narrative: Provide a narrative description of the expenditures outlined in the line item budget. Provide clarification and explanation of any changes from FY99 budget to FY00 budget.**

Due to substantial increases in ridership we have increased both mileage and maintenance costs significantly. Wages have increased along with benefits due to COLA's for the Paratransit/Call-A-Ride program staff. There has been a substantial increase in the cost of providing a basic benefit package.