Peninsula RTPO
2026 Consolidated Grants Project

Project Name: **39812 - Squaxin Transit Aging Vehicles Replacement**

Organization Name: Squaxin Island Tribe

Contact Name: Zoe Gish

Project Description

This project requests $520,000 to purchase and replace three ADA-accessible (including wheelchair access) cutaway buses.

Project Funding Summary

Total Project Cost	$ 468,978
Grant Request	$ 422,079
Match Amount	$ 46,899

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
- ☐ Vehicles/Equipment
- ☐ Small Construction
- ☐ Mobility Management
- ☐ Planning

Type of Service

- ◉ Sustain / Replace
- ○ New / Expand
- ○ Not Applicable

Duration

- ○ 2 years
- ○ 4 years

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Operations
- ☑ Sustain current transportation service operations
- ☐ Expand service hours, frequency, days, and coverage
- ☑ Increase opportunities for efficient single seat trips
- ☑ Introduce on demand first/last mile services
- ☑ Improve access to behavioral health and substance use centers
- ☐ Improve transport access for patients being discharged

Mobility Management
- ☐ Increase awareness and visibility of available mobility services
- ☐ Expand travel training programs
- ☐ Promote coordinated online and print mobility resources
- ☐ Improve access to transit information & trip reservation tools
- ☑ Strengthen coordination of paratransit transfers between systems
- ☐ Ensure WA 211 provider data is current across all Peninsula counties
- ☑ Increase engagement between providers & regional care hubs

Vehicles / Equipment
- ☑ Maintain & replace vehicles to meet SGR standards
- ☐ Expand vehicle fleet to support service needs
- ☐ Integrate onboard safety, performance, & fleet management technology
- ☐ Modernize communications equipment
- ☐ Deploy advanced technologies and app based tools
- ☐ Deploy suitable zero emissions vehicles
- ☐ Install onboard Wi Fi to support long distance travel

Small Construction
- ☐ Install curbside amenities to improve comfort & security
- ☐ Improve ADA compliant access to stops
- ☐ Develop park and ride sites and regional mobility hubs

Planning
- ☐ Improve mobility assisted evacuation planning, coord
- ☑ Advance rural mobility innovations
- ☐ Enable vehicle sharing, Maintenance-as-a-Service, other
- ☑ Enhance multi provider scheduling, reservation, and dispatch coordination
- ☐ Expand school-transit partnerships to support youth transit use

39812 - Squaxin Transit Aging Vehicles Replacement

Project Need

Squaxin Transit serves as a lifeline for Tribal members and the general public. Through fixed-route, deviated-route, and demand-response (Dial-A-Ride) services, the program connects riders to a variety of critical services and destinations. These services are particularly important for seniors, individuals with disabilities, low-income households, and residents without a personal vehicle. Chapters 4 & 5 of the PRTPO 2026 HSTP Update identify the need for this project by highlighting persistent transportation challenges in rural and Tribal communities. Key barriers include long travel distances, limited transportation options, difficulty accessing healthcare, and the ongoing need to maintain reliable transit operations. This project directly addresses those unmet needs by sustaining Squaxin Transit operations. Continued funding will sustain safe, reliable, and accessible transportation services that improve access to services while reducing social isolation and enhancing quality of life. Without grant funding this critical service will have to be reduced creating additional transportation barriers, further jeopardizing access to services, and negatively impacting the well-being of Tribal members and the general public who rely on public transit.

Special Needs Transportation

Squaxin Transit supports a number of special needs populations with deviated fixed route and demand response (Dial a ride) service including persons with disabilities, seniors, low income individuals, youth and those without personal vehicles. Drivers support these populations by keeping in close contact with the riders and/or their caretakers, to ensure they are scheduled for pick up and reach their planned destination safely. Dial-A-Ride services are available to accommodate those whose transportation needs cannot be met with the regular deviated fixed-route service. For those needing services outside the Kamilche area, Squaxin Transit coordinates connections with Mason Transit Authority for transportation to Shelton or Olympia and a connection to Grays Harbor Transit through our limited route to McCleary/Elma for those wishing to travel to Aberdeen or other areas of Grays Harbor.

Benefits to Vulnerable Populations in Overburdened Communities

Squaxin Transit, operated by the Squaxin Island Tribe, serves not only Tribal members but also the general public across its service area. The transit program provides essential transportation services for a broad range of vulnerable populations, including low-income individuals and families, seniors, veterans, people with disabilities, youth, and individuals without access to a personal vehicle. The population served by Squaxin Transit includes both vulnerable populations and overburdened communities as defined by Washington State law. Historical socioeconomic, environmental, and health disparities continue to affect Tribal members and many residents within the service area. This project will provide direct and meaningful benefits by addressing the need for reliable, fare-free, and accessible
transportation. In rural Mason County, where travel distances are long and transportation alternatives are limited, public transit is often the only transportation option available. Through fixed-route, deviated-route, and demand-response services, Squaxin Transit connects riders essential services and critical destinations, as well cultural activities and programs for Tribal members. By reducing transportation barriers, the project improves access to opportunities that support health, economic stability, independence, and quality of life.
The project also supports environmental justice goals by providing shared transportation options that reduce transportation costs, decrease reliance on personal vehicles, reduce single-occupancy vehicle trips, and improve mobility for vulnerable populations and residents of overburdened communities.

Coordination Efforts

The Squaxin Island Tribe coordinates closely with local, and regional partners to ensure transportation planning addresses community needs and aligns with regional priorities. The Tribe serves on the PRTPO Executive Board and TAC and participates in the development and implementation of the 2026 Peninsula Regional HSTP. This project advances multiple strategies in Chpts 4 & 5 of the 2026 HSTP, including sustaining existing service while preserving mobility for low-income, elders, and disabled Tribal members who often face increased transportation barriers, including limited transportation options and long travel distances. Transportation needs were identified through coordination among the Tribe's Transit Program, Tribal leadership, riders, the community, and regional planning partners. Rider feedback, operational experience, service data, and regional planning discussions identified the need to maintain reliable access for a variety of activities and destinations. Alternatives considered included relying solely on existing public transit providers or reducing service levels. These options were inadequate because they do not provide the flexible first-mile/last-mile connections needed by Tribal and rural communities or adequately serve remote areas. Implementation is coordinated with Mason Transit Authority, Grays Harbor Transit, Tribal departments, healthcare providers, educational institutions, veterans' services, and social service organizations.

Multimodal Partnerships

Squaxin Transit enhances the regional multimodal transportation network by providing first mile/last-mile connections between Tribal and rural communities and regional transportation providers, including Mason Transit Authority, Grays Harbor Transit, and local park-and-ride facilities. The project increases efficiency by coordinating services with local transit agencies, allowing each provider to focus on resources within its service area while maintaining continuous connections for riders. This coordinated approach expands the reach of the regional transportation network, reduces duplication of services, helps fill transportation gaps in rural and Tribal communities, and maximizes the value of limited transportation resources. Squaxin Transit supports other modes of transportation including allowing riders to utilize bike racks on buses or bring their scooters on the bus. Many youths utilize the bus to take their scooter to the skate park in Shelton. Additionally, riders utilize Squaxin Transit to access the Shelton Creek Watershed trail system and other recreational opportunities.

Measurement of Project Success

Project success will be measured by tracking passenger trips, passenger vehicle hours, passenger vehicle miles, service availability, and trips provided for medical, employment, education, shopping, and community/cultural events. If performance falls below targets, Squaxin Transit will review ridership trends, trip scheduling, staffing, vehicle availability, and service demand to identify the gaps in performance targets. Adjustments may include modifying schedules or service areas, improving trip coordination and increasing outreach to Tribal members. Performance will be reviewed regularly to ensure the project continues to meet community transportation needs.

Washington State Department of Transportation

Submitted Applications

List of all current submitted Applications

Click the “Edit Application” button to make changes or additions to the application. You can click the “Online Help" button in the toolbar at the top of the screen for a description of this section and all available actions.

Application Preview | Attachments | Alert History | Map

Application Details

39812 - 2027-2029 Squaxin Transit Aging Vehicles Replacement

Application Details

Funding Opportunity:	38338-2027-2029 Consolidated Grant Program - Vehicles and Equipment
Funding Opportunity Due Date:	Sep 9, 2026 3:01 PM
Program Area:	Consolidated Grant Program
Status:	Submitted
Stage:	Final Application
Initial Submit Date:	Sep 3, 2026 2:19 PM
Initially Submitted By:	Zoe Gish
Last Submit Date:	
Last Submitted By:	

Contact Information

Primary Contact Information

Name:	Salutation	Zoe First Name	Middle Name	Gish Last Name
Title:				
Email*:	zgish@squaxin.us			
Address*:	10 SE Squaxin Lane			
	Shelton	Washington	98584-9200	
	City	State/Province	Postal Code/Zip	

City State/Province Postal Code/Zip

Phone*: 206-683-0507

Fax:

Organization Information

Legal Name*: Squaxin Island Tribe

DBA Name*: Squaxin Island Tribe

Organization Type*: Tribe

Organization Website: (Please enter http://... for this field)

SAM UEI #: Z7IUCA1NAJ85

Physical Address*: 10 SE Squaxin Lane

Shelton Washington 98584-9200
City State/Province Postal Code/Zip

Mailing Address*: 10 SE Squaxin Lane

Shelton Washington 98584-9200
City State/Province Postal Code/Zip

Remit to Address*: 10 SE Squaxin Lane

Shelton Washington 98584-9200
CIty State/Province Postal Code/Zip

Phone*: (360) 432-3877 Ext.

Fax:

Fiscal Year End Last day of*: September

Indirect Cost Rate: 33.09%

IDR Expiration Date: 09/30/2024

Organization Contact Information

Organization Contact Information

Organization Director*: Erika Thale
First Name Last Name
Executive Director ethale@squaxin.us
Title Email Address

Applicant Contact*: Zoe Gish
First Name Last Name
Planner zgish@squaxin.us
Title Email Address

Project Contact: Tracy Parker

Project Contact: Tracy Parker

First Name Last Name

Planning Manager tparker@squaxin.us

Title Email Address

Summary of Project Information

Summary of Project Information

Select all capital types from the list below that best describe your project.

Capital Type*: Fleet replacement

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements, such as federal drug and alcohol testing procedures, Title VI activities, and federal small business enterprise (FSBE) participation.
For examples of federal requirements from the last biennium, see the Public Transportation Grant Guidebook.

Willing to Accept FTA funds for the biennium?*: Yes

If your organization has proof of 501(c) nonprofit status, the project may be eligible for state paratransit special needs competitive funds.

Does your organization have 501(c) nonprofit status?: No

Choose the congressional district(s), legislative district(s), and county(ies) this project will serve (include the entire project area).
Congressional & Legislative District map

Legislative District(s)*: 35

Congressional District(s)*: 10

County(ies)*: Grays Harbor,Mason,Thurston

Scope of Work

Scope of Work

Select the Regional Transportation Planning Organization (RTPO) / Metropolitan Planning Organization (MPO) that will be ranking this project from the drop-down menu.

RTPO/MPO*: Peninsula RTPO

Project Summary (Scope)

Provide a brief, high-level description of what your project proposes to do (address what the project is, whom it serves, and where the service occurs).

This summary will be used in your grant agreement and may also be used to describe your project to the Legislature.

Proposed summary/scope of work*:

This project requests $520,000 to purchase and replace three ADA-accessible (including wheelchair access) cutaway buses to sustain Squaxin Transit service. Squaxin Transit is fare-free serving Squaxin Island and the regional community. The service provides access to critical destinations and essential services.

Project Description

Provide a detailed description of the tasks, activities, and deliverables, e.g. project will complete. Your narrative should reflect the full life of the

Provide a detailed description of the tasks, activities, and deliverables your project will complete. Your narrative should reflect the full life of the project and demonstrate how the proposed activities align with the grant program's goals.

Description of project*:

Squaxin Island Tribe requests $520,000 in funding to purchase and replace three aging ADA-accessible cutaway buses that have exceeded their useful life to sustain existing Squaxin Transit services. Project activities include vehicle procurement, coordination with the selected manufacturer and WSDOT, vehicle inspection and acceptance, installation of required equipment and graphics, staff training as needed, and placement of the vehicles into service. The existing vehicles will be disposed of in accordance with applicable federal and state requirements. The replacement vehicles will maintain current service levels for Dial-A-Ride, medical transportation, veteran transportation, and community transportation throughout the Squaxin Island Tribe's service area. Each vehicle will include wheelchair accessibility features, such as lifts or ramps and securement systems, ensuring safe and equitable transportation for individuals with various accessibility needs. This project will improve fleet reliability, reduce maintenance costs and service interruptions, enhance passenger and driver safety, and support continued access to healthcare, employment, education, social services, and other essential destinations. The project preserves existing transportation services without increasing fleet size or capacity and directly supports the grant program's goal of maintaining safe, reliable, and accessible public transportation.

Project Need

Why is this project needed, and how does this proposal address the need? How would the community be affected if the grant is not awarded?

Include a description of the transportation problem that aligns with the need identified in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP). Explain how the problem was identified and describe how the proposed project will address it.

Need*:

Squaxin Transit serves as a lifeline for Tribal members and the general public. Through fixed route-deviated-route and demand-response (Dial-A-Ride), the program connects riders to a variety of critical services and destinations. This project addresses the transportation need identified in the CPT-HSTP to maintain safe, reliable, and accessible transportation options for rural communities, older adults, individuals with disabilities, veterans, and other transit-dependent populations. Strategy 3A specifically identifies maintain and replace vehicles to ensure State of Good Repair and strategy 4-6 which notes the impact rural travel has on vehicles. The need for replacement was identified through ongoing transit operations, vehicle condition assessments, maintenance records, and staff experience managing daily service demands. The proposed project will replace aging vehicles with three new, ADA-compliant transit vehicles appropriately sized to support current service levels. If funding is not awarded, Squaxin Transit will be forced to continue operating vehicles beyond their expected service life, leading to higher maintenance costs, increased downtime, and a greater likelihood of service disruptions or reductions in service. These impacts could limit or eliminate access to healthcare, employment, community resources, and other essential destinations for residents who depend on transit.

Area Served

Is this project primarily serving a rural area?*: Yes

Any service that supports public transportation in rural areas with populations less than 50,000.

Special Needs Transportation

To be eligible for special needs transportation funding, applicants must address how their project advances the efficiency in, accessibility to, or coordination of transportation services provided to persons with special transportation needs, as defined in RCW 81.66.010(3).

Does this project advance efficiencies in, accessibility to, or coordination of special needs transportation?*: Yes

Describe how your project advances these areas, and the approach you are using to achieve these improvements. Additionally, identify the special needs population(s) to be served by this project.

Special Needs Transportation:

Squaxin Transit supports a number of special needs populations with deviated fixed route and demand response (Dial a ride)

service including persons with disabilities, seniors, low income individuals, youth and those without personal vehicles.

Drivers support these populations by keeping in close contact with the riders and/or their caretakers, to ensure they are scheduled for pick up and reach their planned destination safely. Dial-A-Ride services are available to accommodate those whose transportation needs cannot be met with the regular deviated fixed-route service. For those needing services outside the Kamilche area, Squaxin Transit coordinates connections with Mason Transit Authority for transportation to Shelton or Olympia and a connection to Grays Harbor Transit through our limited route to McCleary/Elma for those wishing to travel to Aberdeen or other areas of Grays Harbor.

Project Staff

Provide the names of the key staff who will be working on this project, along with their years of experience and relevant qualifications. Include their experience managing similar projects, with specific attention to responsibilities for grant financial management, budget oversight, documentation, and compliance.

Project Staff*:

Squaxin Transit has provided reliable public transportation services to the Squaxin Island Tribal Community and surrounding areas since 1999. The program is administered through the Tribe's Executive Services Department, led by Executive Director Erika Thale, who has 23 years of experience. Erika provides executive oversight of Tribal programs and grant-funded initiatives.

The program is managed by the Planning and Community Development Department Director, Chad Bedlington, who has 25 years of experience. Chad provides overall oversight for transportation planning, grant administration, project management, and program operations. He has extensive experience managing federally and state-funded transportation, infrastructure, and community development projects.

Day-to-day management of Squaxin Transit is conducted by Transit Program Manager Monica Nerney, who has been with the Tribe since 2017. Monica is responsible for service delivery, operational coordination, regulatory compliance, documentation, reporting, and implementation of grant-funded activities.

Financial oversight is led by Chief Financial Officer Darren Bennett, who has 25 years of experience. The Finance Department is responsible for grant financial management, budget oversight, financial reporting, internal controls, audit coordination, expenditure tracking, and compliance with grant and contract requirements.

Relationship to Other Projects

Relationship to Other Projects

Is this project dependent on any other projects submitted by your organization?*:	No
Did you, or will you, apply for this project in another grant program this biennium?*:	Yes

Choose the grant program(s)*:

Consolidated Grant Program,Tribal Transit Mobility

Select *Other* to indicate any local, state, or federal funding requests, not through WSDOT Public Transportation Division

If *Other* is chosen above, enter the name(s) of the applicable grant program(s).

Other grant program(s):

Have you applied for the same project in a prior biennium and did not receive funding?*:	No
Are you applying for other projects	No

within this funding opportunity?*:

Planning and Coordination

Coordinated Public Transit - Human Services Transportation Plan

Coordinated Public Transit - Human Services Transportation Plan	Page number(s) or TBD	How is the need in the CPT-HSTP met by this project?
Peninsula RTPO	5-2	This project directly supports Strategy 3a by replacing aging ADA-accessible transit vehicles that have exceeded their useful life. The replacement vehicles will improve reliability, safety, and accessibility while advancing State of Good Repair and transit asset management goals, ensuring continued transportation access for Tribal members and other riders who rely on Squaxin Transit.
Peninsula RTPO	4-6	This project addresses the HSTP finding in Chapter 4 that rural travel is hard on vehicles and mileage accumulates quickly, making timely vehicle replacement fundamental to the sustainability and preservation of the Squaxin Transit program. Replacing aging vehicles will reduce maintenance costs, improve service reliability, minimize downtime, and help maintain safe and dependable transportation services throughout the Tribe's rural service area.
Peninsula RTPO	5-1	Mobility strategy 2-A: sustain operations of existing transportation services in the Peninsula region, including public, tribal, non-profit and private carrier services. This grant would replace aging vehicles to ensure sustained, reliable service.

Cross-region Project

Does this project have a service area that crosses RTPO/MPO planning boundaries?*: No

Project Coordination

Describe coordination efforts. Include details such as:

- How is the project reflected in regional plans?
- Which prioritized strategies are being addressed?
- Who was involved in defining the transportation problem?
- Other alternatives considered for addressing the problem.
- Demonstrations of local/regional coordination in implementing the proposed project.

Coordination Efforts*:

The Squaxin Island Tribe coordinates closely with local, and regional partners to ensure transportation planning addresses community needs and aligns with regional priorities. The Tribe serves on the PRTPO Executive Board and TAC and participates in development of the 2026 Peninsula Regional HSTP. This project advances Chapter 5 strategies in the 2026 HSTP, specifically Strategy 3a (p. 5-2), Replace and Modernize Vehicles Serving Transportation-Disadvantaged Populations, and supports State of Good Repair and asset management goals by replacing aging ADA-accessible transit vehicles. The project will be incorporated into the final 2026 HSTP. Transportation needs were identified through ongoing coordination among the Tribe's Transportation Department, Tribal leadership, riders, the community, and regional planning partners. Vehicle condition assessments, maintenance records, fleet performance data, operational experience, and rider feedback identified the need to replace vehicles that have exceeded their useful life and are becoming increasingly costly to maintain. Alternatives considered included extending the service life of existing vehicles through continued maintenance and repairs. However, this approach would result in higher maintenance costs, increased downtime, reduced reliability, and a greater risk of service disruptions or cancellation for riders who depend on transit for essential destinations. Additionally, aging vehicles have greater negative environmental and air quality impacts affecting passengers, drivers and community members. Implementation is coordinated with Mason Transit Authority, Grays Harbor Transit, Tribal departments, healthcare providers,

educational institutions, veterans' services, and social service organizations. Replacing these vehicles will improve fleet reliability, safety, accessibility, and operational efficiency while preserving critical transportation connections for Tribal members throughout the region.

By selecting yes, you acknowledge that you coordinated or will coordinate this project with the planning organization(s) within the region(s) this project serves*: Yes

How does your project connect to, coordinate with, leverage, or enhance other modes of transportation in your service area (e.g., aviation, intercity bus or rail, park-and-rides, bicycle/pedestrian)?
In your response, include how the multimodal partnerships for this project will improve or enhance access to social services.
What efficiencies will be gained within the service area as a result of this project?

Multimodal Partnerships*:

Squaxin Transit enhances the regional multimodal transportation network by providing first mile/last-mile connections between Tribal and rural communities and regional transportation providers, including Mason Transit Authority, Grays Harbor Transit, and local park-and-ride facilities. The project increases efficiency by coordinating services with local transit agencies, allowing each provider to focus on resources within its service area while maintaining continuous connections for riders. This coordinated approach expands the reach of the regional transportation network, reduces duplication of services, helps fill transportation gaps in rural and Tribal communities, and maximizes the value of limited transportation resources. Squaxin Transit supports other modes of transportation including allowing riders to utilize bike racks on buses or bring their scooters on the bus. Many youths utilize the bus to take their scooter to the skate park in Shelton. Additionally, riders utilize Squaxin Transit to access the Shelton Creek Watershed trail system and other recreational opportunities.

Budget

Transit Vehicles

Replace / Expand / Rebuild	Vehicle Description	Minimum Useful Life	Passenger Seating	Wheelchair Stations	Fuel Type	Cost Description	Total Cost of Vehicle w/ Accessories	Match	Requested Amount
Replacement	Light-Duty Cutaway	5	20	2	Gas	Base Model Price: $113,447 Contract Price: $34,577 Unpublished Price: $5,600 County Delivery Cost (Mason): $300 5% added to the total cost ($7,697) for a possible price increase Logo $900	$162,501.00	$16,252.00	$146,249.00
Replacement	Light-Duty Cutaway	5	20	2	Gas	Base Model Price: $113,447 Contract Price: $34,577 Unpublished Price: $5,600 County Delivery Cost (Mason): $300 5% added to the total cost ($7,697) for a possible price increase Logo $900	$162,521.00	$16,252.00	$146,269.00

Replace / Expand / Rebuild	Vehicle Description	Minimum Useful Life	Passenger Seating	Wheelchair Stations	Fuel Type	Cost Description	Total Cost of Vehicle w/ Accessories	Match	Requested Amount
Replacement	Other Light-Duty Vehicles	5	12	2	Gas	Base Model Price: $113,477 Contract Price: $16,995 Unpublished Price: $ 5,250 County Delivery Cost (Mason): $300 5% added to the total cost ($7,024) for a possible price increase Logo $900	$143,956.00	$14,395.00	$129,561.00
								$46,899.00	**$422,079.00**

Equipment

Equipment Description	Total Cost	Match	Requested Amount
No Data for Table			

Sources of Match

Source	If Other, List the Source	Amount
Local: Other	General Tribal Revenue	$46,899.00
		$46,899.00

Scalability

Is your project scalable?*: Yes

Specify the minimum funds needed : $146,249.00
Round to the nearest dollar. Do not include cents.

Describe the scalability of your project.:

Squaxin Transit is requesting funding to replace three aging and outdated buses; however, the project is scalable and can be implemented with partial funding. If funding is awarded for fewer than three vehicles, the Tribe will prioritize replacing buses with the greatest maintenance needs. Replacing one or two buses would still improve Squaxin Transit bus operations, however, any buses not replaced through this project would remain in service beyond their useful life, resulting in continued maintenance challenges, higher operating costs, and an increased risk of breakdowns.

ADA Accessibility

ADA Accessibility*:

Squaxin Transit will replace three aging buses with ADA-accessible cutaway vehicles that meet 49 CFR Part 38 requirements. The vehicles will include wheelchair lifts/ramps, securement systems, accessible seating, and other ADA features. This project improves accessibility, reliability, and safety for seniors, persons with disabilities, and other riders with special transportation needs.

Procurement Plan

Procurement Plan*:

The Squaxin Island Tribe's procurement and contract management system complies with federal, state, and Tribal regulations and follows the internal controls established in the Tribal Procurement Policy Manual. The Tribe maintains Procurement and

Contract Management Policies and Procedures that support effective purchasing, contract administration, and compliance with 24 CFR Part 85 and 24 CFR Part 1003. Procurement activities are guided by written policies, competitive bidding procedures, sample bid documents, and a Native Preference policy that applies to all contracting opportunities.
RFPs, RFQs and RFIs must be initiated at the Department Director level and reviewed by the Legal Department before release. Contracts exceeding $7,500 require competitive procurement and receipt of at least three bids. If three bids cannot be obtained, a Sole Source Justification must be completed. For purchases of $25,000 or more, sole source requests require approval from the Chief Financial Officer or Director of Operations. Prior to award, the Tribe verifies through the System for Award Management (SAM) that the selected contractor is not debarred.
All Tribal contracts are reviewed by the Legal Department and signed by either the Tribal Chairman or Tribal Administrator. Major construction contracts also require Council Resolution approval. The Tribe designates a compliance officer to ensure federally funded projects comply with Davis-Bacon Act wage requirements when applicable.

Other Sources

Other Sources*:

The Squaxin Island Tribe hereby commits up to 5% of the total project cost through General Tribal Revenue as the local match for the vehicle replacement project. This commitment has been authorized and supported by the Squaxin Tribal Council, demonstrating strong Tribal investment sustaining the Squaxin Transit program.

Summary

Requested Amount

Vehicle Requested Amount:	$422,079.00
Equipment Requested Amount:	$0.00
Total Requested Amount:	$422,079.00

Match Amount

Match Amount:	$46,899.00
Percentage of Match:	10.00%

Total

Total Project Cost:	$468,978.00

Hydrogen Project Information

Hydrogen Project Implementation

Does your project include purchasing or constructing assets associated with hydrogen fuel?*:

No

Examples: hydrogen-powered vehicles, hydrogen fuel, fueling stations, storage systems, or on-site fueling or production equipment.

Vehicle Replacement

Vehicle Replacement or Rebuild

Are you replacing or rebuilding a vehicle?*: Yes

Click Save Form to continue. If you selected Yes, complete the vehicle information section below.

Vehicle Information

Replace or Rebuild	Vehicle Type	Year	Make/Model	Vehicle Description	Fuel Type	Remaining useful life	Vehicle Identification Number (VIN)	Current Status	Current Mileage	Other Applications	Other Grant Program(s)
Replace	Medium-duty Cutaway (truck chassis)	2010	Chevy CT4/YY Startrans		Diesel	-11	1GB9G5A67A1122177	Active	223414	Yes	Tribal Transit Mobility
Replace	Medium-duty Cutaway (truck chassis)	2014	Chevy CT4/YY Startrans		Diesel	-6	1GB6G5BL6E1156544	Active	146130	Yes	Tribal Transit Mobility
Replace	Medium-duty Cutaway (truck chassis)	2019	Ford Allstar Startcraft Cutaway		Gas	-1	1FDFE4FS4KDC14444	Spare	66068	Yes	Tribal Transit Mobility

Service Level

Project Service Level Information

Project Specific Information	July 1, 2025 - June 30, 2027 (Current Estimate)	July 1, 2027 - June 30, 2029 (Projected)	Percent of Change
Passenger Vehicle Hours	7484	7858	5.00%
Passenger Vehicle Miles	170334	178851	5.00%
Passenger Trips	16878	17722	5.00%
Volunteer Hours	0	0	0.00%

Project Service Level Description

Describe the methodology used to develop these estimates, including any assumptions applied in their development.

How were service-level estimates developed?*:

Service levels were estimated using historical operating and ridership data from the transit program. Drivers track vehicle mileage and maintain daily passenger logs, and this information is entered into a database maintained by the program. The Project Manager regularly analyzes the data for planning purposes and to document service needs when seeking funding support for the transit program.

Baseline estimates for the period July 1, 2025 through June 30, 2027 were developed using the previous year's actual service data and annualized for the two-year project period. This resulted in estimates of 7,484 Vehicle Revenue Hours (VRH), 170,334 Vehicle Revenue Miles (VRM), and 16,878 passenger trips.

Projected service levels for July 1, 2027 through June 30, 2029 were calculated by applying a 5% increase to the baseline estimates to account for anticipated growth in service demand and utilization. Projected service levels for July 1, 2029 through June 30, 2031 were calculated by applying an additional 5% increase to the previous period's estimates.

Assumptions include continued operation of current service levels, stable funding, and gradual growth in passenger demand.

All figures were rounded to the nearest whole number and include only revenue service provided by passenger vehicles. Passenger trips are reported as one-way trips, with each boarding counted as a single trip.

Milestones

Project Activities

Project Activity	Applicable to project?	Completion date (mm/yy)	Notes
Construction			
Preliminary engineering start date	No		
Environmental documentation complete (e.g., NEPA/SEPA)	No		
Property acquisition complete (lease or purchase)	No		
Contract advertisement	No		
Operationally/substantially complete	No		
Vehicles			
Solicitation (request for proposals or invitation for bid) published	Yes	08/26	
Contract Award/Purchase order	Yes	07/27	Estimate
First vehicle accepted	Yes	09/27	Estimate
All vehicles accepted	Yes	09/27	Estimate
All vehicles placed in service	Yes	10/27	Estimate
Equipment			
Solicitation (request for proposals or invitation for bid) published	No		
Contract award/Purchase order	No		
First piece of equipment accepted	No		
All equipment accepted	No		
All equipment placed in service	No		

Project Risks

Identify potential risks that may affect the timely completion of your project. Describe the mitigation strategies your organization will use to reduce or manage each risk.

Milestone risks*:

The primary risks to timely project completion are vehicle manufacturing delays, supply chain disruptions, vendor production schedules, and delivery delays that are outside the Tribes' control. Additional risks might also include procurement processing delays, contract execution timelines, and unforeseen increases in vehicle costs.

To mitigate these risks, Squaxin Transit will begin procurement activities as early as possible, follow established purchasing procedures, maintain regular communication with vendors and funding partners, and closely monitor project milestones throughout the procurement process. If delays occur, Squaxin Transit will work with the selected vendor to obtain updated production and delivery schedules and will adjust project timelines as needed. Squaxin Transit will also maintain documentation and submit required reports promptly to help ensure continued project progress and compliance with grant requirements.

Supplemental Information

Supplemental Information

Supplemental Information:

See attached Squaxin Island Tribe Procurement Policy

Vulnerable Populations in Overburdened Communities & Tribes

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits your project provides to vulnerable populations using the descriptions above, if applicable. Explain how your project delivers these benefits and the impact it will have on the populations served.

Vulnerable Populations in Overburdened Communities*:

Squaxin Transit, operated by the Squaxin Island Tribe, serves not only Tribal members but also the general public across its service area. The transit program provides essential transportation services for a broad range of vulnerable populations, including low-income individuals and families, seniors, veterans, people with disabilities, youth, and individuals without access to a personal vehicle. The population served by Squaxin Transit includes both vulnerable populations and overburdened communities as defined by Washington State law. Historical socioeconomic, environmental, and health disparities continue to affect Tribal members and many residents within the service area.

This project will provide direct and meaningful benefits by addressing the need for reliable, fare-free, and accessible transportation. In rural Mason County, where travel distances are long and transportation alternatives are limited, public transit is often the only transportation option available.

Through fixed-route, deviated-route, and demand-response services, Squaxin Transit connects riders essential services and critical destinations, as well cultural activities and programs for Tribal members. By reducing transportation barriers, the project improves access to opportunities that support health, economic stability, independence, and quality of life.

If these populations were engaged by you or your representatives in developing or maintaining the project, describe the outreach efforts and results. Include details such as methods used to engage the community, feedback received, and how the input influenced the project's design or implementation.

Inclusive outreach in planning:

Tribal Support

Is this project directly operated by a tribe?*: Yes

Environmental Justice

Environmental Justice Assessment (EJA)

You must conduct an Environmental Justice Assessment (EJA) if you apply for $15 million or more in grant funds.

Are you requesting $15 million or more in WSDOT funds for your proposed project?*: No

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Required for all projects						

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Population density map	✓	Population Density Map - Squaxin Island Tribe	Population Density Map.png	png	329 KB	09/01/2026 01:30 PM
Service area map	✓	Squaxin Transit Service Area Map	Service_Area_Map.pdf	pdf	447 KB	08/19/2026 01:48 PM
Required for new nonprofit applicants only						
501(c) IRS Letter of Determination						
WA Utilities & Transportation Commission (UTC) Certification (required for new nonprofit applicants that are direct service providers)						
Conditionally required						
Indirect costs documentation - de minimis rate self-certification; negotiated indirect cost rate letter from cognizant agency; or a cost allocation plan		Squaxin Island Tribe Indirect Cost Rate 2026	2026 Indirect Cost Rate.pdf	pdf	210 KB	09/01/2026 02:46 PM
In-kind match valuation proposal (required for operating & mobility management projects that are proposing to use in-kind as matching funds)						
Procurement policy (required for new applicants or existing grantees without a current policy on file with WSDOT if this project includes the procurement of services or capital assets)		Procurement Policy	Squaxin Island Tribe - Procurement Policy.pdf	pdf	123 KB	09/01/2026 01:23 PM
Correspondence from a tribe in support of your project (if project is serving and supported by tribe(s). Not required if the applicant is a tribe.)						
Optional attachments						
Letters committing matching funds						
Letter of concurrence (for projects that operate in multiple planning regions)						
Letters of support (combine into one file attachment)		Combined Letters of Support from PRTPO and MTA	Letters of Support - Capital - Consolidated Grant - Squaxin Island Tribe.pdf	pdf	469 KB	09/01/2026 01:16 PM
Supplemental information						
Optional construction attachments						
NEPA/SEPA assessment, if available						
Supplemental construction project information (building or site designs, site plans, location exhibits, etc.), if available						

Certification

Certification

I certify, to the best of my knowledge, that the information in this application is true and accurate and that this organization has the necessary fiscal, data collection, and managerial capabilities to implement and manage the project associated with this application:

Certification*:	Yes
Application Authority*:	Erika Thale First Name Last Name
Title*:	Executive Director
Date*:	09/03/2026