Peninsula RTPO
2022 Consolidated Grants Project

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Project Name: **CTR Mobility Study & Plan for Jamestown S'Klallam Tribe's Employees**

Organization Name: Jamestown S'Klallam Tribe

Contact Name: Wendy Clark-Getzin

Project Description (from WSDOT form)

Develop a Jamestown S'Klallam Tribe Workforce Commute Trip Reduction Survey and Mobility Plan for Government and Enterprise employees. The Tribe hires 950 positions as of 2022 and will continue to grow and diversify. Work sites are in Carlsborg, Sequim and Blyn, WA on tribal lands.

Project Need (from WSDOT form)

Jamestown S'Klallam Tribe is the second largest employer in Clallam County. Over 950 active positions are located in Carlsborg, Sequim and Blyn. The Casino and Hotel Resort positions are targeted for having variable work schedules and a lack of flexibility to determine a work schedule around a fixed route bus schedule. A comprehensive mobility plan to tackle tough managerial questions on how to bring employees reliably to work from multiple neighborhoods and housing districts. First and last mile hurdles are varied with the road network creating a huge barrier and no legitimate safe well-lit park and ride in eastern County except at the Sequim Transit Center. Route 50 starts at the Sequim Transit Center and ends in Blyn, however it has limited hours and interlines with the Sequim Shuttle #40 and Diamond Point #52 during the day. A Mobility Plan will outline the parameters for HR and Management to create low carbon travel incentives, invest in vanpools and rideshare reimbursements. A Mobility Plan needs to be manageable and flexible as new enterprises in new rural locations on tribal lands are developed. The Tribe has many internal job promotion opportunities. The Mobility Plan will need to address coordination between businesses and work groups to achieve the most efficiency and travel time savings.

Special Needs Transportation (from WSDOT form)

Not applicable. Although the population affected by this project is considered vulnerable per state and federal definitions, the project is not seeking specifically earmarked Special Needs Transportation funding defined under RCW 47.01.050. WSDOT allocates funding from multiple revenue sources through the Consolidated Grants program.

Service Connections with Other Modes and Systems (from WSDOT form)

Jamestown S'Klallam Tribe provides for a 50% subsidy for employees to purchase premium and local bus passes on Clallam Transit System. The Sequim Commuter Express #30 provides trunk line service at early and evening hours. Unfortunately, the feeder lines to neighborhoods and tribal worksites are non-existent. This project is intended to study the transit gaps and make recommendations for bridging systemic gaps while being sensitive to low-income and transit dependent households.

CTR Mobility Study & Plan for Jamestown S'Klallam Tribe's Employees

Type of Project
Select one project type

- ☐ Operating
  - ○ Two-year
  - ○ Four-year
- ☐ Capital
  - ○ Expansion
  - ○ Replacement
- ☐ Mobility Management
- ☑ Planning

Project Funding Summary

	July 1, 2023 - June 30, 2025	July 1, 2025 - June 30, 2027 (if applicable)
Total Project Cost	$ 82,500	
Grant Request	$ 78,375	
Match Amount	$ 4,125	
Match Percent	5.0%	0.0%

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

NOTE: Ranked projects will be amended into the HSTP upon approval by the Executive Board.

Maintain Existing Transportation Services

- ☐ Maintain and replace vehicles
- ☐ Maintain infrastructure and facilities
- ☐ Maintain existing services & recruit/retain operators
- ☐ Coordinate siting of facilities with existing services
- ☐ Sustain shared-cost programs for service providers

Enhance or Expand Transportation Services

- ☐ Increase hours of service
- ☐ Increase days of service
- ☐ Increase frequency of existing service
- ☐ Expand service into new areas
- ☐ Recruit/retain operators, drivers to expand services
- ☐ Enhance or introduce first- / last-mile connections
- ☐ Expand long-distance single-seat services
- ☐ Improve special needs traveler amenities
- ☐ Deploy ZEV benefiting special needs populations
- ☐ Increase broadband access
- ☐ Reduce travel cost as barrier to accessing services
- ☐ Improve NEMT services for discharged patients

Increase Public Awareness of Available Resources

- ☐ Develop and deploy travel training programs
- ☐ Promote existing 2-1-1 call center resources
- ☐ Develop coordinated on-line resources and brochures
- ☐ Promote long-distance one-seat options to target pops
- ☐ Educate human services providers about client travel
- ☐ Establish consolidated call center for travelers

Increase Cooperation, Coordination Among Providers

- ☐ Expand service provider-referral agency communication
- ☑ Support coordination between service providers
- ☑ Enhance capacity for coordination scheduling, dispatch
- ☐ Enable vehicle & maintenance sharing agreements
- ☐ Enhance special needs emergency mgmt coordination
- ☑ Expand tribal transit-tribal health service coordination
- ☐ Coordinate services with vets' transportation programs
- ☐ Reduce duplication of services or consolidate services

Project results are expected to support multiple service implementation measures in the future, pending study and outreach conclusions.

17477 - Commute Trip Reduction Survey and Mobility Plan for Jamestown S'Klallam Tribe's Employees

Application Details

Funding Opportunity:	15645-2023-2025 Consolidated Grant Program - Planning
Funding Opportunity Due Date:	Oct 27, 2022 3:01 PM
Program Area:	Consolidated Grant Program
Status:	Submitted
Stage:	Final Application
Initial Submit Date:	Oct 27, 2022 2:16 PM
Initially Submitted By:	Wendy Clark-Getzin
Last Submit Date:	
Last Submitted By:	

Contact Information

Primary Contact Information

Name:	Ms. Wendy Ann Clark-Getzin Salutation First Name Middle Name Last Name
Title:	Transportation Program Manager PRIMARY CONTACT
Email*:	wclark@jamestowntribe.org
Address*:	1033 Old Blyn Hwy Sequim Washington 98382-7671 City State/Province Postal Code/Zip
Phone*:	(360) 681-5622 Ext. Phone ###-###-####
Fax:	(360) 582-5780 ###-###-####

Organization Information

Legal Name*:	Jamestown S'Klallam Tribe
DBA Name*:	Jamestown S'Klallam Tribe
Organization Type*:	Tribe
DUNS #:	103364097 #########
Unique Entity Identifier (UEI):	MLVMMNN8LJS7
Organization Website:	http://www.jamestowntribe.org (Please enter http://... for this field)
Physical Address*:	1033 Old Blyn Highway

Sequim Washington 98382-7670
City State/Province Postal Code/Zip

Mailing Address*: 1033 Old Blyn Highway

Sequim Washington 98382-7670
City State/Province Postal Code/Zip

Remit to Address*: 1033 Old Blyn Highway

Sequim Washington 98382-7670
City State/Province Postal Code/Zip

Phone*: (360) 460-7236 Ext.
###-###-####

Fax: ###-###-####

Fiscal Year End Last day of*: September

Organization Contact Information

Organization Contact Information

Organization Director

Name*: Jessica Payne
First Name Last Name

Chief Operating Officer jpayne@jamestowntribe.org
Title Email Address

Applicant Contact

Name*: Wendy Clark-Getzin
First Name Last Name

Tribal Transportation Program Manager wclark@jamestowntribe.org
Title Email Address

Project Contact

Name*: Wendy Clark-Getzin
First Name Last Name

Tribal Transportation Program Manager wclark@jamestowntribe.org
Title Email Address

Summary of Project Information

Summary of Project Information

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements. For an example of last biennium's federal requirements see the Consolidated Grants Program Guidebook.

Willing to Accept FTA funds for the biennium*: Yes

Select all of the Congressional District(s), Legislative District(s) and County(ies) the project will serve.
Congressional & Legislative District map

Congressional District(s)*: 6

Legislative District(s)*: 24

County(ies)*: Clallam, Jefferson

Duration of Project*: Two Years

Dependency on Other Projects

Is this project dependent on any other projects submitted by your organization?	Project Title
No	

Scope of Work

Project Description

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

RTPO/MPO*: Peninsula RTPO

Is this project primarily serving a rural area?*: Yes Any service that supports Public Transportation in rural areas with populations less than 50,000.

Is this project primarily serving the Seattle, Tacoma, Everett urbanized area?*: No

Provide a brief, high-level description of what your project proposes to do (address who, what and where).
This description may be used to describe your project to the Legislature.

Proposed scope/description of the work.*:

Develop a Jamestown S'Klallam Tribe Workforce Commute Trip Reduction Survey and Mobility Plan for Government and Enterprise employees. The Tribe hires 950 positions as of 2022 and will continue to grow and diversify. Work sites are in Carlsborg, Sequim and Blyn, WA on tribal lands.

Why is this project needed, and how does this proposal address the need?

Describe why you are pursuing the proposed project. Include a description of the transportation problem that needs to be addressed, how the problem was identified, and how the proposed project will address the problem.

Need*:

Jamestown S'Klallam Tribe is the second largest employer in Clallam County. Over 950 active positions are located in Carlsborg, Sequim and Blyn. The Casino and Hotel Resort positions are targeted for having variable work schedules and a lack of flexibility to determine a work schedule around a fixed route bus schedule. A comprehensive mobility plan to tackle tough managerial questions on how to bring employees reliably to work from multiple neighborhoods and housing districts. First and last mile hurdles are varied with the road network creating a huge barrier and no legitimate safe well-lit park and ride in eastern County except at the Sequim Transit Center. Route 50 starts at the Sequim Transit Center and ends in Blyn, however it has limited hours and interlines with the Sequim Shuttle #40 and Diamond Point #52 during the day. A Mobility Plan will outline the parameters for HR and Management to create low carbon travel incentives, invest in vanpools and rideshare reimbursements. A Mobility Plan needs to be manageable and flexible as new enterprises in new rural locations on tribal lands are developed. The Tribe has many internal job promotion opportunities. The Mobility Plan will need to address coordination between businesses and work groups to achieve the most efficiency and travel time savings.

Describe coordination efforts with your regional planning organization.

Include details such as inclusion in regional plans, what prioritized strategies are being addressed, who was involved in defining the problem, other alternatives that were/are being considered for solving the problem, and demonstrations of local/regional support for implementing the proposed project.

Coordination Efforts*:

The Jamestown S'Klallam Tribe is a long-standing and active member of the Peninsula RTPO. Staff participates on the Executive Board as well as the Technical Advisory Committee; formerly the Chair of the TAC was Wendy Clark-Getzin and the Chair of the Executive Board was Annette Nesse. Through the Peninsula RTPO meetings and networking opportunities with other transportation providers, the Tribe is able to maximize coordination efforts to ensure the most effective and efficient connections are maintained. The Tribes projects are incorporated in the Regional Transportation Plan and enter the RTIP when required for STP FLEX funding. This project is maintained on the WSDOT STIP as a local project.

How does the project advance efficiencies in, accessibility to, or coordination of transportation services provided to persons with special transportation needs?

To be eligible for funding for special needs transportation, RCW 47.01.450 requires that applicants address how their project advances the efficiency, accessibility, and/or coordination of special needs transportation.

Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population to be served by this project.

Special Needs Transportation:

N/A

For operating, mobility management and capital projects: How will your organization measure whether the project is successful and improves the efficiency and effectiveness of public transportation?

Identify data sources and monitoring processes. Explain how the project provides more efficient and effective transportation services to the target population(s) within the community. Describe strategies or steps to be taken if the project does not meet its performance targets.

For Planning Projects: How will your organization measure the planning project?s success?
Identify data sources used in the planning process.

Measurement of Efficiency and Effectiveness*:

The project success will be determined by the carbon reduction in the transportation category of the Tribe's Carbon Neutral Plan, fewer vehicles parked at work sites and employee satisfaction surveys (qualitative). A useful plan will be successful if it leads to implementation within a two-year period. The Tribe could begin requesting public transportation grants to fill capital, capital equipment, and operating requests to move employees out of personal vehicles and into rideshare status.

How does your project connect to, coordinate with, leverage or enhance other modes of transportation in your service area (i.e., aviation, intercity bus or rail, park and rides, bicycle/pedestrian)?

Describe how this project supports and interacts with other modes of transportation in the project area. Does this project enhance other transportation or social services within your organization or among partners?
What efficiencies will be gained within the service area as a result this project?

Other Modes of Transportation*:

Jamestown S'Klallam Tribe provides for a 50% subsidy for employees to purchase premium and local bus passes on Clallam Transit System. The Sequim Commuter Express #30 provides trunk line service at early and evening hours. Unfortunately, the feeder lines to neighborhoods and tribal worksites are non-existent. This project is intended to study the transit gaps and make recommendations for bridging systemic gaps while being sensitive to low-income and transit dependent households.

Identify the project staff for this project. What type of experience do these individuals have with grant management?

Provide the names and experience of the key staff that will be working on this project, including their experience managing projects similar to the proposed project.

Project Staff*:

Jamestown S'Klallam staff will be responsible for grant contracting and administration only. Wendy Clark-Getzin, Tribal Transportation Program Manager for the Tribe will oversee the project. Diane Gange, Chief Financial Officer will oversee the fund management. The Tribe has extensive experience with federal funding. In addition to managing the funding of this project with FTA funding since 2010, we have successfully carried out several grant projects from FTA and FHWA.

Coordinated Public Transit - Human Services Transportation Plans (CPT - HSTP)

Coordinated Public Transit- Human Services Transportation Plan	Page number(s) or TBD
Peninsula RTPO	TBD, 28-32

Budget

Expenses

Expenses	If Other, Please List	**July 1, 2021 - June 30, 2022 (Actual)	**July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Variance Between Biennia	**July 1, 2025 - June 30, 2027 (Projected)	Variance Between Biennia
Contracted Services - Other		$0.00	$0.00	$0.00	$75,000.00	0.00%	$0.00	-100.00%
Labor & Benefits		$0.00	$0.00	$0.00	$5,000.00	0.00%	$0.00	-100.00%
Overhead		$0.00	$0.00	$0.00	$2,500.00	0.00%	$0.00	-100.00%
		$0.00	**$0.00**	**$0.00**	**$82,500.00**		**$0.00**	

Revenue and/or Match

Revenue and/or Match Sources	If Other, Please List	**July 1, 2021 - June 30, 2022 (Actual)	**July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	**July 1, 2025 - June 30, 2027 (Projected)
Federal: Non-USDOT		$0.00	$0.00	$0.00	$4,125.00	$0.00
		$0.00	**$0.00**	**$0.00**	**$4,125.00**	**$0.00**

Summary of Awarded Amount for July 1, 2023 - June 30, 2025

Requested Amount: $78,375.00

Revenue / Match Amount: $4,125.00

Summary of Awarded Amount for July 1, 2025 - June 30, 2027

Requested Amount: $0.00

Revenue / Match: $0.00

Variances

Variance between 2021-2023 and 2023-2025: 0.00%

Variance between 2023-2025 and 2025-2027: -100.00%

Variances:

Other Sources

Other Sources*:

If Tribal Transit Mobility Planning dollars are not available, the Tribe will accept other CGP State or Federal funds to hire a consultant to prepare the survey and plan.

Comments

Comments*:

The budget was developed in consultation with Clallam Transit's Operations Manager who recently prepared in 2020/21 an operations plan for all fourteen routes in the entire service area, with a Seattle consultant for an approximate cost of $150,000.

DBE Goals

DBE Goals	Percentage	Efforts	No DBE
Yes	0.00%	The Tribe's procurement policy provides for American and Alaskan Native preferences. As the scope of work is a planning document with non-A&E professionals, the Tribe can ask for a price quote in its RFP solicitation. Indian Preference Requirements per policy, In the purchase of goods and services, to the greatest extent feasible, preference shall be given to Indians, Indian Organizations or Indian-Owned economic businesses in the award of all contracts and subcontracts. In order to qualify as an Indian or Indian owned business, one must be an enrolled member of a Federally Recognized Indian tribe or the business must be majority owned by a federal recognized Tribe or tribal citizen. Contracts shall be awarded to Indian or Indian owned businesses when the bid is responsive to all conditions and does not exceed the lowest bid by the following percentages, when the lowest bid is: $0 - $100,000 ? 5% ...	

Summary

July 1, 2023 - June 30, 2025

Expense Total: $82,500.00

Revenue Total: $4,125.00

Requested Amount $78,375.00

This is the amount of grant funds your organization is requesting from July 1, 2023 - June 30, 2025.

Expense Total minus Revenue Total

:

Percentage of Match: 5.00%

July 1, 2025 - June 30, 2027

Expense Total: $0.00

Revenue Total: $0.00

Requested Amount $0.00
This is the amount of grant funds your organization is requesting from July 1, 2025 - June 30, 2027. Expense Total minus Revenue Total.
:

Percentage of Match: 0.00%

Milestones

Milestones

PLANNING	Date (mm/yy)
Project Start	09/23
Project Complete	06/24

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Copy of organization?s most recent audit report	✓	Most recent JST single audit by Moss Adams	Jamestown SKlallam Tribe_2018 FS Grants Fund_MA Issued.pdf	pdf	1 MB	10/26/2022 03:37 PM
501(c) IRS Letter of Determination (for new non-profit applicants only)						
WA Utilities & Transportation Commission (UTC) Certification (for new non-profit applicants who are direct service providers)						
Service area map	✓	The ability to supply employees within the JST Service Area with transportation options.	JST Service Area Map.pdf	pdf	231 KB	10/26/2022 03:40 PM
Population density map	✓	Population Density map of Clallam and Jefferson Counties within 45 to 60 minutes of a commute to Blyn.	ACS Population Density-CTR.jpg	jpg	303 KB	10/26/2022 04:54 PM
Letters committing matching funds						
In-kind match valuation proposal (only operating & mobility management projects may use in-kind as matching funds)						
Letters of support (combine into one file attachment)		PRTPO Letter of Support	JST_WSDOT CG CTR_Oct2022.pdf	pdf	123 KB	10/26/2022 04:52 PM
Letter of concurrence (for projects that operate in multiple planning regions)						
Federal Indirect Cost Rate Approval Letter						
Cost Allocation Plan						

Supplemental Information

Supplemental Information

Supplemental Information:

OFM and state law qualifies Clallam and Jefferson Counties as rural. OFM has adjusted Clallam County population for 2022 to 77,625 and 34,495 occupied households.

Vulnerable Populations in Overburdened Communities & Tribes - May 2022

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits to vulnerable populations your project provides using the descriptions above, if any. Explain how your project provides these benefits. Your response may include suggestions about how WSDOT should evaluate project(s) against Climate Commitment Act requirements in the future.

Vulnerable Populations in Overburdened Communities*:

The Tribe's service area contains Census District #23, and is qualified by FHWA Justice 40 Initiative as an area of persistent poverty and historically disadvantaged community with transportation, health, economy and resilience disadvantaged characteristics. https://datahub.transportation.gov/stories/s/RAISE-Persistent-Poverty-Tool/tsyd-k6ij/ Jamestown S'Klallam Tribe is a non-reservation based tribe with tribal citizens and descendants living mostly in Clallam and Jefferson Counties. Indian country is the entire Point No Point Treaty area which encompasses most of Clallam County and the northern part of eastern Jefferson County. The grant application is supportive to the vulnerable populations and overburdened communities in a non-resilient location subject to future climate changes. The 2022 JST Carbon Neutral Plan aspires to reduce every employment based trip to eliminate the highest growth factor of carbon production. The hospitality job positions in Blyn are entered into by local community populations with less education, less proficiency in English, lesser household income and home ownership. The project outcome will reduce dependency on owning a personal vehicle to maintain employment, which could increase stable employment.

Tribal Support

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

Is your project serving and is it supported by a tribal nation in Washington? :

Estimate the percentage of your project that serves the tribe: 0.00%

By checking this box, you are confirming your outreach to the tribe in pursuit of a resolution formally supporting your project : No

Attachments

Tribal support correspondence/resolution:

Certification

Certification

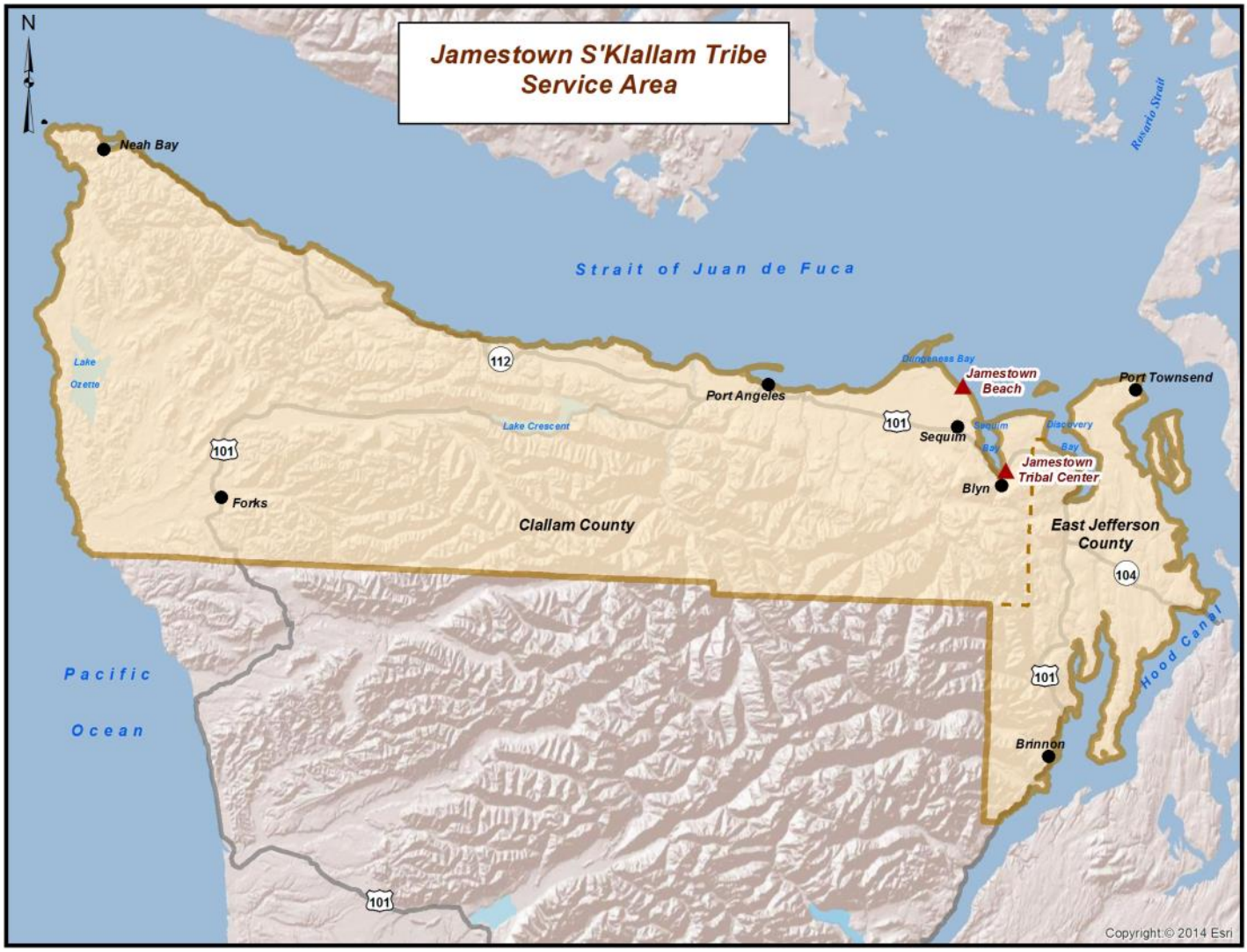
I certify, to the best of my knowledge, that the information in this application packet is true and accurate and that this organization has the necessary fiscal, data collection and managerial capabilities to implement and manage the project associated with this application:

Certification*: Yes

Application Authority*: Jessica Payne
First Name Last Name

Title*: Chief Operating Officer

Date*: 10/27/2022


Jamestown S'Klallam Tribe
Service Area
N
Neah Bay
Strait of Juan de Fuca
Rosario Strait
Lake
Ozette
112
Port Angeles
Dungeness Bay
Jamestown
Beach
Port Townsend
Lake Crescent
101
Sequim
Sequim
Bay
Discovery
Bay
Jamestown
Tribal Center
Blyn
Forks
Clallam County
East Jefferson
County
104
Pacific
Ocean
Hood Canal
101
Brinnon
101
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October 24, 2022

Brian Lagerberg
WSDOT Public Transportation Division
PO Box 47387
Olympia, WA 98504-7387

Ref: Jamestown S'Klallam Tribe's "Commute Trip Reduction Survey and Mobility Plan for Jamestown S'Klallam Tribe's Employees" Project

Dear Mr. Lagerberg,

The Peninsula RTPO is pleased to support the *CTR Survey and Mobility Plan for Jamestown S'Klallam Tribe's Employees* proposal for a Tribal Transit Mobility Grant. Funding will be used to develop an implementation plan for a vanpool and car-sharing program between the various work sites in the Tribe's Blyn Campus and the greater Sequim area and will be coordinated with planning for Route 50 service expansion assessing future need for additional round trips. This project is consistent with PRTPO's 2022 Human Services Transportation Plan and supports increased public awareness of available transportation resources and expansion of transportation services, both of which are strategic regional priorities.

PRTPO updated its Human Services Transportation Plan (HSTP) in 2022, assessing special needs mobility issues in this highly rural region and identifying coordinated strategies that can meet those needs. The Jamestown S'Klallam Tribe actively participated in that process, contributing useful insights and perspectives that ensure projects consistent with this plan support tribal community needs while building a more resilient regional system for all.

The Jamestown S'Klallam Tribe has a long history of supporting essential mobility for people who do not drive either due to age, disability, or income and improving public transportation for employees who work outside of typical 9-to-5 jobs, a barrier identified in the HSTP. The Tribe uses performance-based decision making to achieve on-time reliability and shorten wait times, both of which help make travel by transit competitive with driving. This project helps meet the community's need for reliable access to jobs while growing awareness and familiarity with other services as well as vital connections with Clallam Transit's regional *Strait Short* service to the Bainbridge Island ferry terminal and with Jefferson Transit service.

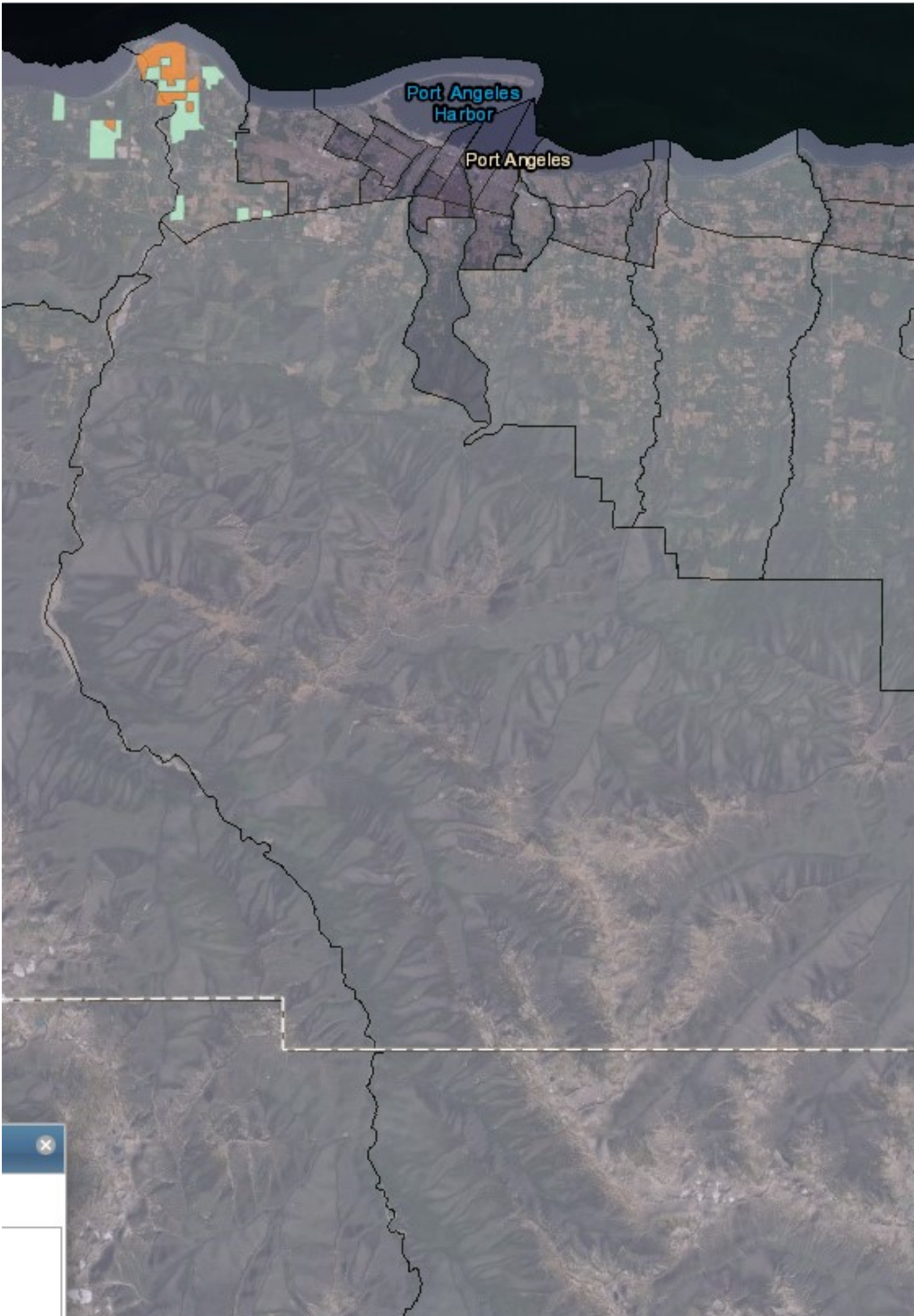
This project advances 2022 HSTP priority strategies and will be amended into the document when PRTPO concludes its evaluation and prioritization process in December.

The Peninsula RTPO is pleased to support the Jamestown S'Klallam Tribe's application. A Tribal Transit Mobility Grant funding award will support tribal needs and strengthen coordinated human services transportation in the Peninsula region. On behalf of PRPTO, I urge WSDOT to fund this important project.

Sincerely,

Bek Ashby, PRTPO Chair
City of Port Orchard

cc: Susan Garber-Yonts, WSDOT Public Transportation Division
Wendy Clark-Getzin, Jamestown S'Klallam Tribe


Port Angeles
Harbor
Port Angeles