PRTPO ANNUAL LEGISLATIVE FORUM and EXECUTIVE BOARD MEETING

December 20, 2024 | 10:00 – 12:00

Zoom Meeting - Login Below

10:00 – 11:00 **PRTPO Annual Legislative Forum** **SPECIAL SESSION**

PRTPO invites legislators from across the Peninsula Region to meet with the Board and discuss regional interests and legislative matters ahead of the 2024 session. All twelve legislators from the 23rd, 24th, 26th, and 35th Districts are ex officio members of PRTPO and have been invited to participate.

PRTPO's regular Executive Board meeting will commence at the conclusion of the forum, but no later than 11:00.

1. 11:00 – 11:05 **Approval of Agenda** ACTION

   Consent Calendar ACTION
   - *Minutes from October 18, 2024 Meeting (Attachment A)*
   - *SFY 2025 Q1 Invoice Approval (Attachment B)*
   - *SFY 2025 Supplemental RTPO Funding Request (Attachment C)*

2. 11:05 – 11:15 **Forum Debrief, Takeaways, and Next Steps** DISCUSSION

3. 11:15 – 11:30 **2024 Consolidated Grants Review and Ranking Recommendation** ACTION
   (Attachment D) WSDOT requests a recommendation from PRTPO on the ranking of projects it is considering for Consolidated Grant awards. The TAC conducted an evaluation of the 12 proposals under consideration and has forwarded to the Executive Board its recommended A, B, and C rankings. The Board is asked to make its priority ranking recommendation to WSDOT.

4. 11:30 – 11:35 **Amend Projects into PRTPO Human Services Transportation Plan** ACTION
   (Attachment E) Consolidated Grants proposals ranked and recommended by the Board will be amended into the Human Services Transportation Plan (HSTP) to support applicants in demonstrating consistency with that plan. The Board is asked to approve Resolution 05-2024 amending PRTPO's Human Services Transportation Plan to include 2024 Consolidated Grants projects.

5. 11:35 – 11:40 **2025 Legal Services Agreement and Next Steps** DISCUSSION
   In 2025, PRTPO intends to contract with Port Angeles for legal counsel services pending the decision by Kitsap County Prosecutor's Office to curtail outside service contracts beginning in January. The Board will be briefed on this effort, with an expected first read of the new contract in February.

6. 11:40 – 11:45 **RTP: RTPO Base Funding – Status Update** *(Attachment F)* DISCUSSION
   Since the Board's last meeting a small group of Board members from RTPOs across the state met to discuss opportunities for cooperation and coordination in making the case for an increase in base funding for RTPOs. The attached brief includes some key talking points that members can use in their own communications to express support for this effort.

7. 11:45 **Public Comment Period**

This is an opportunity for anyone from the public to address the Executive Board.

PRTPO Member Updates
Information sharing among members on topics of general interest to the region and its partners.

12:00 **Adjourn**

Other Attachments
2025 Meeting Schedule
Letters of Support

Lindsey Schromen-Wawrin, Chair
Ben Thomas, Vice-Chair *Gary Anderson, Secretary*

Next Executive Board Meeting – February 21, 2025 - 10:00-12:00

Annual Update with Steve Roark, WSDOT Olympic Region Administrator
Work Program Staffing Update & Direction on SFY 2026-27 UPWP Amendment
RTP Update: Strategic Action Plan

This is a Zoom meeting.
Please click the link below to join the meeting:
https://us02web.zoom.us/j/85451534870?pwd=p5wZnsUNWI8WVlfuhzLFJXB8YRBjPL.1

Or One tap mobile:
+12532158782,, 85451534870# US (Tacoma)

Or Telephone:
Dial
+1 253 205 0468 or +1 253 215 8782
Meeting ID: 854 5153 4870

PENINSULA RTPO
PRTPO.org

The PRTPO Executive Board meets virtually via Zoom. The public is invited to listen or watch the meeting via the link above. Pursuant to the Open Public Meetings Act, Kitsap Transit's Conference Room at 60 Washington Avenue #200, Bremerton, is available for in-person public attendance to watch this meeting via Zoom.

Minutes of Meeting

PRTPO EXECUTIVE BOARD
October 18, 2024
10:00 – 10:50 followed by PRTPO Retreat
In person – Red Cedar Hall, Jamestown S'Klallam Tribe

CALL TO ORDER

Chair Lindsey Schromen-Wawrin called the meeting to order at 10:00.

ATTENDEES

Executive Board:

Clallam County	Mike French
Jefferson County	Kate Dean
Kitsap County	David Forte *(alternate)*
City of Bainbridge Island	Brenda Fantroy-Johnson
City of Bremerton	Vicki Grover
City of Port Angeles	Lindsey Schromen-Wawrin, Chair
City of Port Townsend	Ben Thomas, Vice-chair
City of Poulsbo	Michael Bateman *(alternate)*
City of Sequim	Rachel Anderson
Port of Shelton	Dick Taylor
Port of Port Angeles	Katharine Frazier *(alternate)*
Clallam Transit	Brendan Meyer
Jefferson Transit	Nicole Gauthier
Kitsap Transit	John Clauson
Mason Transit	Amy Asher
Jamestown S'Klallam Tribe	Wendy Clark-Getzin
Skokomish Tribe	Marty Allen
Lower Elwha Klallam Tribe	Susan Matthews
WSDOT Olympic Region	George Mazur

Staff:
Thera Black, PRTPO Coordinator
Ed Coviello, PRTPO Coordinator, Kitsap Transit Lead Planning Agency

Guests and Others:
Shalee Allen, Skokomish Tribe
Jayme Brooke, Jefferson Transit, TAC Chair
Miranda Burger, Olympic Community of Health
Ashley Carle, WSDOT Olympic Region *(alt)*
Nick Dostie, City of Sequim
Jim Fetzer, Clallam Transit *(alt)*
Steve Gray, Clallam County *(alt)*
Timothy Hayes, Port Angeles
Jason McNickle, Clallam Transit

Welcome and Introductions
Chair Schromen-Wawrin welcomed attendees and conducted introductions.

Approval of Agenda

ACTION: Mr. Taylor moved, and Ms. Anderson seconded to approve the agenda. The motion passed unanimously.

Approval of Consent Calendar

ACTION: Mr. French moved, and Mr. Bateman seconded to approve the Consent Calendar. The motion passed unanimously.

Consent Calendar

- ***Minutes from August 16, 2024***
- ***SFY 2023 UPWP Annual Report***

Transportation Outlook 2025
Members received the draft legislative folio. Ms. Dean presented recent information about funding WSDOT received to replace the Hood Canal Bridge deck. Mr. Mazur discussed with members the work to be completed and other considerations about future bridge work. Ms. Dean requested some additional wording in the legislative folio message regarding Hood Canal Bridge that acknowledges the need for closer coordination with WSDOT on future improvements.

ACTION: Mr. Taylor moved, and Mr. Meyer seconded to approve the 2025 *Transportation Outlook* legislative folio with the additional reference to future coordination with WSDOT in upcoming Hood Canal Bridge projects. The motion passed unanimously.

Resolution Supporting Statewide RTPO Funding Increase
Ms. Black reviewed the Board's activities over the last ten months concerning base funding for RTPO activities. She presented the Board with a draft resolution supporting the request for an increase in statewide funding and a draft cover letter for use in PRTPO's own outreach and communication activities. Chair Schromen-Wawrin provided insights on the upcoming effort, advising that things will move faster than the Board's schedule will accommodate, and invited members to reach out directly to him or Ms. Black to be kept closer in the loop as this proceeds.

Mr. Clauson suggested more emphasis in the draft language on the need for additional funds to be state revenue, explaining the challenges PRTPO faces in attempting to use federal funds. Members discussed the additional reporting burdens and compliance requirements associated with federal funds, as well as some over-arching interest in how RTPOs are managed within WSDOT.

ACTION: Ms. Clark-Getzin moved, and Ms. Dean seconded to approve Resolution 03-2024 and the accompanying cover letter with the addition of language specifying the increase entail state funds. The motion passed unanimously.

2025-2030 Regional Transportation Improvement Program
Mr. Coviello presented the draft 2025-2030 RTIP to the Board, highlighting the new Appendix A – 2025 RTP Project List. The draft document was posted for public review and received no comments. Approval by the Board will result in the transfer of funded projects to the Statewide TIP.

ACTION: Mr. Meyer moved, and Ms. Dean seconded to approve Resolution 04-2024 adopting the SFY 2025-2030 RTIP and the 2025 RTP Project List included in Appendix A. The motion passed unanimously.

DRAFT

Seeking New PRTPO Legal Counsel

Ms. Black briefed the Board on PRTPO's need to obtain new legal counsel. Kitsap County Prosecutor's Office has provided legal counsel since the initial transition from WSDOT. While PRTPO requires very little support today, the Prosecutor's Office is cancelling all external legal services in 2025 due to staffing shortages. Based on direction from PRTPO's Lead Planning Agency, Kitsap Transit, the cost of obtaining those services from a member with legal counsel in-house will be cheaper to PRTPO than obtaining them from contracted firms such as Kitsap Transit uses. An appeal to members has been issued in hopes of finding new counsel.

Mr. Clauson explained these will be contracted services; any member offering to provide legal services will enter into a local agency agreement with PRTPO and be reimbursed for its services. He spoke in support of a member with in-house counsel picking up this small but important responsibility.

Members discussed the kind of support PRTPO is looking for and capacities among their staff. Chair Schromen-Wawrin encouraged members to forward Ms. Black's October 7th email to their legal teams to see if this small level of support can be accommodated. Members should contact either Ms. Black or Mr. Clauson with potential interest in supporting PRTPO in this matter. A decision will need to be made in December.

Adjourn

There being no other business before the Board, Chair Schromen-Wawrin adjourned the business meeting at 10:50. The rest of the day was devoted to a member retreat.

DRAFT

ATTACHMENT B

ACTION ITEM

To: PRTPO Executive Board
From: Thera Black, PRTPO Coordinator
Date: December 13, 2024
Subject: **SFY 2025 1st Quarter Expense Voucher Approval**

REQUESTED ACTION:

Approve 1st quarter expenditures for the SFY 2025 Unified Planning Work Program in the amount of $33,120.56.

Overview

The PRTPO Executive Board is responsible for approving quarterly expenditures submitted to WSDOT for reimbursement. The attached invoice was prepared by the Lead Planning Agency and Fiscal Administrator, reviewed and authorized by the Executive Committee and approved for inclusion on the Executive Board consent calendar.

The budget summary report is below.

Attachment:

- *SFY 2025 1st Quarter Invoice Reimbursement Package*

Peninsula Regional Transportation Planning Organization
2024-25 UPWP Budget Report - SFY 2025 Quarter 1
July 1, 2024 - September 30, 2024

Work Program Element	SFY 2024 Actual	SFY 2025 Budget	Total 24-25 Biennium	Previous Expenditures	Current Expenditures	Remaining Budget
Program Administration	$ 103,925	$ 80,000	$ **183,925**	$ 103,925	$ 15,092	$ **64,908**
Transportation Planning	$ 44,110	$ 34,280	$ **78,390**	$ 44,110	$ 14,465	$ **19,815**
Regional TIP	$ 5,380	$ 6,000	$ **11,380**	$ 5,380	$ 3,564	$ **2,436**
Other PRTPO Activities	$ -	$ -	$ -	$ -	$ -	$ -
Totals	$ 153,415	$ 120,280	$ 273,695	$ 153,415	$ 33,121	$ 87,159

Acronyms:
RTPO Regional Transportation Planning Organization
SFY State Fiscal Year (July 1 - June 30)
TIP Transportation Improvement Program
UPWP Unified Planning Work Program

RTPO PLANNING INVOICE VOUCHER

Peninsula RTPO / Kitsap Transit
60 Washington Ave, Ste 200
Bremerton, WA 98337-1888

Vendor # 911209091

Agreement # GCB 3861

Invoice Date 10/25/2024

Billing Time Period
7.1.2024 - 9.30.2024

RTPO's Certification: I certify under penalty of perjury that the items and totals listed herein are proper charges for materials, merchandise or services furnished to the State of Washington, and that all goods furnished and/or services rendered have been provided without discrimination on the grounds of race, creed, color, national origin, sex, or age. I certify that I have authorized signature authority.

SIGNATURE edward coviello — 10/25/2024

TITLE Transportation & Land Use Planner

TOTAL RTPO REIMBURSEMENT requested this invoice **$33,120.56**

Allocation Authorized	$273,695.00
Biennium Expenditures-to-Date	$186,535.93
Allocation Balance	$87,159.07

WORK ELEMENT	DESCRIPTION	Previous Expenditures TO-DATE	CURRENT PERIOD EXPENDITURES	Biennium Expenditures TO-DATE
Program Administration	Salaries	$63,892.63	$12,080.63	$75,973.26
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$40,032.62	$3,010.96	$43,043.58
		$0.00		$0.00
	Total	$103,925.25	$15,091.59	$119,016.84
Transportation Planning	Salaries	$44,110.00	$14,465.00	$58,575.00
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$0.00		$0.00
		$0.00		$0.00
	Total	$44,110.00	$14,465.00	$58,575.00
Regional TIP	Salaries	$4,733.38	$2,492.15	$7,225.53
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$646.74	$1,071.82	$1,718.56
		$0.00		$0.00
	Total	$5,380.12	$3,563.97	$8,944.09
Other PRTPO Activities	Salaries	$0.00		$0.00
	Travel	$0.00		$0.00
	Consultants	$0.00		$0.00
	Miscellaneous	$0.00		$0.00
		$0.00		$0.00
	Total	$0.00	$0.00	$0.00
	TOTAL RTPO Reimbursement	$153,415.37	$33,120.56	$186,535.93

RTPO	Peninsula RTPO /	GCB 3861
Billing Time Period		07.01.2024 - 09.30.2024

TPO Reviewer	Date

RTPO UPWP ACTIVITY DETAIL

ACTIVITY Description - work completed during billing period - and STATUS to date

Program Administration

Meeting Support. Provided staff support for Executive Committee, Executive Board, and Technical Advisory Committee meetings. Support included agenda setting and coordination, development of staff reports and meeting materials, remote meeting hosting and logistics, participation in meetings, recaps, website updates, meeting videos posted online, correspondence and follow-up as needed. (on-going)

Public Information and Communications. Maintained PRTPO website, posting updated materials and meeting information. Maintained PRTPO's YouTube channel, posting content associated with work program activities. Developed letters of support for member grant applications. Updated and maintained distribution lists. Responded to inquiries and requests for information. (on-going)

Title VI Compliance. Reviewed and began response to comments received from WSDOT on draft FTA-compliant Title VI Plan. Updated PRTPO website notices. Maintained communications with other rural RTPOs regarding PTD's updated Title VI requirements. Continued to monitor for Title VI complaints; none were received. (on-going)

PRTPO Support. Responded to member requests for information. Provided letters of support as requested. Maintained PRTPO records and archives. Maintained on-going coordination and communication between lead agencies and Executive Committee and Executive Board. (on-going)

Work Program Management. Supported Executive Board members in their communications with other RTPO boards and provided PRTPO input into statewide funding coordination efforts . Monitored budget and activities. (on-going)

Accounting. Completed regular accounting and invoicing activities. Completed SFY 2024 Q4 invoicing and budget reports for PRTPO expenses. (on-going)

Consultant/Misc/Travel:

Lead Agency 10% overhead administration charge
Fiscal Agent 10% overhead administration charge

Transportation Planning

Long-range Regional Planning. Facilitated a transit Deep Dive with members to identify potential areas for further inquiry or collaboration to be fleshed out in an RTP Action Agenda. Worked with TAC in developing final details of an updated RTP project list and developed draft 2025 list for TAC review and recommendation to the Board. Restarted GIS services and data portal development. Met with Olympic Region staff to review Streetlight data analysis results and organized briefing with the TAC. Responded to member questions about the RTP and coordination with their own planning processes. (on-going)

Regional Coordination and Collaboration. Worked with Olympic Region staff in scoping an RTP mapping exercise to identify priority rural areas for complete streets evaluation during WSDOT screening processes. Participated in Meetings 2 and 3 of the Intercity Bus Program Stakeholder Advisory Group and maintained communications with consultants and staff regarding Dungeness Line considerations, data, and coordination opportunities. Met with staff from Grays Harbor Transit about potential interest in collaborating with PRTPO members in exploring a US 101 corridor scenario for future evaluation. Met with representative from Island RTPO about opportunities for collaboration around Port Townsend-Coupeville ferry crossing concerns. Met with staff from Palouse RTPO regarding freight data collection needs of small local agencies and potential opportunities to collaborate in a joint data collection funding effort. Participated in quarterly meeting of WSDOT's MPO/RTPO Coordinating Committee. Participated in the quarterly Rural RTPO Work Group. (on-going)

Tribal Collaboration. Responded to requests for information and staff support. (on-going)

Human Services Transportation Planning. Met with representatives of the Lewis-Mason-Thurston Area Agency on Aging for introductions and orientation to PRTPO's Human Services Transportation Plan and upcoming Consolidated Grants ranking process. Met with representative from medical community on North Olympic Peninsula to discuss the HSTP and transportation coordination opportunities. Provided introductions to transit, tribal transit partners for new human services contacts. Attended meeting of the Olympic Community of Health, "Olympic Connect" kick-off. Organized presentation for PRTPO from OCH for the in-person retreat in October. (on-going)

Transportation Outlook. Facilitated three meetings of PRTPO's Legislative Work Group to develop framework, themes, and key messages for 2025 Transportation Outlook. Worked with TAC in developing project list. Developed draft folio for review by Work Group before approval by Board in October. (on-going)

Regional Grants Administration. Engaged with TAC and Board to finalize approach for PRTPO's prioritization of Consolidated Grants. Maintained communications with potential applicants across the region, responded to questions and connected applicants with resources. Maintained communications with WSDOT in support of regional applicants. Provided letters as requested by applicants documenting HSTP consistency and clarifying PRTPO process for amending projects into the plan. (on-going)

Consultant/Misc/Travel.:

N/A

Regional TIP
Develop and Maintain Regional TIP. Developed draft SFY 2025-2030 RTIP with emphasis on a new Appendix A - 2025 RTP Project List. Worked with TAC in reviewing and refining the updated format and preparing a final for adoption. Posted public notice of draft RTIP and RTP project list review. (on-going)
Monitor Obligation Authority. Monitored OA targets and project obligations and correspondence from Local Programs. (on-going)
Consultant/Misc/Travel:

Other PRTPO Activities
N/A
Consultant/Misc/Travel.:
N/A

OTHER COMMENTS - Additional information to explain approved deviations or delays from original UPWP task descriptions

SIGNATURE	TITLE	DATE
edward coviello	Transportation & Land Use Planner	10/25/2024

60 Washington Avenue Suite 200
Bremerton, WA 98337
Phone: (360) 478-6234
www.KitsapTransit.com

INVOICE

Invoice Date	10/14/2024
Invoice ID	7822
Printed on 10/14/2024	Page 1

CUSTOMER

&9 8 3 6 8 6 &
JEFFERSON TRANSIT
63 4 CORNERS RD
PORT TOWNSEND, WA 98368

SHIP TO

Please detach and return this portion with your remittance

Customer ID	Customer PO No.	Order Date	Shipped Via	FOB
188		10/14/2024		

Terms	Due Date	If Paid By	Deduct	Sold By
	10/14/2024		$ 0.00	

Item No.	Description	Qty	Unit	Unit Price	Discount	Extended Price
19728	3rd Quarter Costs	1.00				$32,960.37

2024 Third Quarter

Subtotal	$32,960.37
Sales Tax	$0.00
Total	$32,960.37
Total Due	$32,960.37

Kitsap Transit
PRPTO
2024

	Jan 2024	Feb 2024	March 2024	1st Q 2024	April 2024	May 2024	June 2024	2nd Q 2024	July 2024	Aug 2024	Sept 2024	3rd Q 2024
Staff Salaries & Wages	$239.76	$635.10	$374.94	$1,249.80	$624.90	$562.41	$374.94	$1,562.25	$312.45	$749.88	$749.88	$1,812.21
Staff Fringe Benefit	$43.91	$286.47	$66.20	$396.58	$337.10	$269.38	$151.25	$757.73	$82.31	$213.70	$383.93	$679.94
Advertising	$0.00	$0.00	$0.00	$0.00	$188.52	$0.00	$0.00	$188.52	$0.00	$0.00	$0.00	$0.00
Professional & Tech Service	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Other Contract Services	$8,140.00	$7,700.00	$9,075.00	$24,915.00	$9,570.00	$0.00	$18,040.00	$27,610.00	$9,185.00	$9,138.46	$9,148.36	$27,471.82
Operating Supplies	$1,201.20	$0.00	$0.00	$1,201.20	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Third Party Recovery	$0.00	$0.00	($50,937.58)	($50,937.58)	$0.00	$0.00	($30,393.68)	($30,393.68)	$0.00	$0.00	$0.00	$0.00
Casuality Insurance	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Membership, Dues, and Subscription	$4,580.00	$18,595.00	$0.00	$23,175.00	$0.00	$0.00	$275.18	$275.18	$0.00	$0.00	$0.00	$0.00
Merit Plan	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00	$0.00
Total	**$14,204.87**	**$27,216.57**	**($41,421.44)**	**$0.00**	**$10,720.52**	**$831.79**	**($11,552.31)**	**$0.00**	**$9,579.76**	**$10,102.04**	**$10,282.17**	**$29,963.97**

Total Invoice Request:	27,471.82
Total Salaries and Benefits:	2,492.15
Total Expenses:	29,963.97
Variance:	-

Total Expenses:	29,963.97
Administration Charge:	2,996.40
Total Bill Amount:	**32,960.37**

Kitsap Transit
Invoice Expense Allocation Report

Vendor Name / Tax Identification Number	Transaction Date / Transaction Number	Description / Transaction Type	Status	Account Number	Account Description	Amount
3P TRANSPORTATION SERVICES						
3P TRANSPORTATION SERVICES	08/01/2024	PRTPO SERVICES FOR JU				
XXX-XX-1946	160	Invoice	Paid	10-50313-4102	Other Contractual Services	$9,185.00
	09/02/2024	PRTPO SERVICES FOR AU				
	161	Invoice	Paid	10-50313-4102	Other Contractual Services	$8,415.00
	10/01/2024	PRTPO SERVICES FOR SE				
	162	Invoice	Paid	10-50313-4102	Other Contractual Services	$8,800.00
					Totals for 3P TRANSPORTATION SERVICES:	*$26,400.00*
KITSAP SUN NEWSPAPER						
KITSAP SUN NEWSPAPER	10/01/2024	Account 288868, Public N				
	0006657663	Invoice	Paid	10-50313-4102	Other Contractual Services	$348.36
					Totals for KITSAP SUN NEWSPAPER:	*$348.36*
PORT TOWNSEND LEADER LLC						
PORT TOWNSEND LEADER LLC	09/01/2024	Public Notice for Regiona				
XX-XXX9793	115938	Invoice	Paid	10-50313-4102	Other Contractual Services	$226.95
					Totals for PORT TOWNSEND LEADER LLC:	*$226.95*
SHELTON MASON COUNTY JOURNAL						
SHELTON MASON COUNTY JOURNA	08/29/2024	Public Notice, Regional T				
	126042	Invoice	Paid	10-50313-4102	Other Contractual Services	$294.50
					Totals for SHELTON MASON COUNTY JOURNAL:	*$294.50*
SOUND PUBLISHING, INC.						
SOUND PUBLISHING, INC.	08/31/2024	2024.08 Public Notice for				
	PDN1000908	Invoice	Paid	10-50313-4102	Other Contractual Services	$202.01
					Totals for SOUND PUBLISHING, INC.:	*$202.01*

Kitsap Transit
Invoice Expense Allocation Report

Criteria

Report name: PRPTO
Include all Invoices
Include all Credit Memos
Include all Invoice dates
Include these Invoice post dates: 7/1/2024 to 9/30/2024
Include all Accounts
Include all Funds
Include all Classes
Include all Projects
Include all Vendors
Include all Invoice Attributes
Include all Credit Memo Attributes
Include all Account Attributes
Include all Project Attributes
Include all Vendor Attributes
Include all Funding Source(s)
Include these Department(s): 4102

3P Transportation Services

INVOICE

Date: October 1, 2024
Client: Kitsap Transit
Project ID: KT 24-894
Project Name: PRTPO Coordinator
Billing Period: September 1, 2024 – September 30, 2024
Invoice Number: 162

Bill To:
Kitsap Transit
Attention: Steffani Lillie
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
1905 Conger Avenue NW
Olympia, WA 98502

Professional services in delivery of the SFY 2024-25 UPWP @ $110/hour

Description	Hours	Amount
Task 1: Program Administration	38.0	$4,180.00
Task 2: Transportation Planning	42.0	$4,620.00
Task 3: Regional TIP	0	--
Task 4: Other PRTPO Activities	0	--
Total charge for professional services	80.0	$8,800.00
Total balance due		$8,800.00

Thank you!!

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

BILLING REPORT – Invoice 162

Client:	Kitsap Transit
Project ID:	KT 24-894
Project Name:	PRTPO Coordinator
Billing Period:	September 1, 2024 – September 30, 2024

Activity Breakout by UPWP Work Program Elements

Program Administration [38 hours]

Technical Advisory Committee Meeting – Developed and distributed agenda packet for September 19th TAC meeting. Coordinated with guest speakers. Prepared for, hosted, and participated in TAC meeting, and completed follow-up activities.

Executive Committee Meeting – Prepared agenda packet for October 3rd meeting.

Executive Board Meeting – Processed and uploaded video of the August 16th Board meeting to YouTube and updated website. Worked on logistics details for Executive Board retreat in October.

PRTPO Support – Responded to inquiries from members and other stakeholders on a variety of topics and helped connect members with various resources.

Title VI – Reviewed approved plans from other rural regions. Reviewed FTA guidelines alongside PTD comments. Consulted with LPA staff. Began preparing materials for LPA consideration.

Work Program – Completed SFY 2024 Annual Report and submitted to WSDOT. Monitored budget and work program.

Other Planning Activities – Following are other planning or coordination activities this month that fall under Program Administration.

- Completed invoicing.
- Completed regular website updates.
- Conducted regular, on-going communication and coordination activities with Lead Planning Agency and Fiscal Agent, PRTPO Chair, members, and others.

Transportation Planning [42.0 hours]

RTP Update – Responded to questions from various members about the RTP Project List approach and submittals. Developed draft RTIP::RTP Project List and brief for the TAC; revised list based on feedback, confirming details with members, and distributed updated list for verification of TAC recommendation. Submitted final draft list to LPA staff for public comment. Coordinated with Olympic Region staff regarding the *Complete Streets* mapping exercise the Board will conduct in October and how to effectively develop this as an RTP strategy with value to WSDOT. Maintained communications with

Intercity Bus Program staff regarding the Dungeness Line, opportunities for members to access WSDOT's data, and future briefing opportunities for transit Deep Dives.

Regional Coordination and Collaboration –

- Statewide:
  - Coordinated with other RTPOs on messaging for statewide funding issue.
  - Participated in the statewide Rural RTPO Working Group meeting and follow-up activities.
- Regional:
  - Met with representative from Island RTPO about ways to strengthen coordination around ferries and WSF, and especially the Port Townsend-Coupeville service.

Regional Grant Administration – Responded to questions from and met with members and other applicants about the Consolidated Grants process and PRTPO's role in that process. Drafted a letter template and responded to applicants' requests for a PRTPO letter verifying consistency with the HSTP and commitment to amend regionally prioritized projects into the HSTP in December. Executed letters in coordination with the Chair.

Transportation Outlook – Worked with TAC to develop a project list. Refined the draft narrative and developed a final draft folio for review and distributed to the Legislative Work Group for any final changes.

3P Transportation Services

INVOICE

Date: August 1, 2024
Client: Kitsap Transit
Project ID: KT 24-894
Project Name: PRTPO Coordinator
Billing Period: July 1, 2024 – July 31, 2024
Invoice Number: 160

Bill To:
Kitsap Transit
Attention: Steffani Lillie
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
2103 Harrison Avenue NW, # 2-733
Olympia, WA 98502

Professional services in delivery of the SFY 2024-25 UPWP @ $110/hour

Description	Hours	Amount
Task 1: Program Administration	36.0	$3,960.00
Task 2: Transportation Planning	47.5	$5,225.00
Task 3: Regional TIP	0	--
Task 4: Other PRTPO Activities	0	--
Total charge for professional services	83.5	$9,185.00
Total balance due		$9,185.00

Thank you!!

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

BILLING REPORT – Invoice 160

Client:	Kitsap Transit
Project ID:	KT 24-894
Project Name:	PRTPO Coordinator
Billing Period:	July 1, 2024 – July 31, 2024

Activity Breakout by UPWP Work Program Elements

Program Administration [36.0 hours]

Technical Advisory Committee Meeting – Developed and distributed agenda packet for July 18th TAC meeting. Coordinated with TAC Chair and LPA. Prepared for, hosted, and participated in TAC meeting, and completed follow-up activities.

PRTPO Support – Met with new PRTPO member for orientation meet-and-greet. Responded to inquiries from members and other stakeholders on a variety of topics and helped connect members with various resources.

Title VI – Met with LPA staff regarding Title VI requirements and other considerations.

Work Program – Archived SFY 2024 work program records and set up SFY 2025 spreadsheet and directories.

Other Planning Activities – Following are other planning or coordination activities this month that fall under Program Administration.

- Completed invoicing.
- Completed regular website updates.
- Conducted regular, on-going communication and coordination activities with Lead Planning Agency and Fiscal Agent, PRTPO Chair, members, and others.

Transportation Planning [47.5 hours]

RTP Update – Prepared briefing materials for TAC's recommendation to the Board concerning the RTIP::RTP Project Lis process. Scoped the July 18th transit Deep Dive session and developed briefing materials. Participated on the Stakeholder Advisory Group for WSDOT's Intercity Bus Program update and met with staff for detailed look at matters specific to the Peninsula Region. Restarted GIS work for the RTP, meeting with AWC GIS Consortium staff and providing input to their work. Began evaluating measures for collecting input via interactive mapping tools.

Regional Coordination and Collaboration –

- Statewide:
    - Distributed PRTPO letter to the other 16 RTPO boards, tracked responses, and managed correspondence with the Chair.

- Met with WA State Transportation Commission staff to discuss their upcoming Annual Report and changes they are considering in how they report out on RTPO concerns.

- Regional:
  - Submitted comments to WSDOT on service considerations for the Intercity Bus Program update.
  - Met with representatives from the Lewis-Mason-Thurston Area Agencies on Aging /Senior Services of South Sound who are starting up a new volunteer driver service for seniors in Mason County who are unable to use transit. Provided overview of PRTPO's HSTP and the Consolidated Grants process and responded to questions about coordination opportunities. Helped make introductions between the new providers and Mason Transit.
  - Met with WSDOT Olympic Region staff to review results of 2022 Streetlight data analysis concerning regional impacts of Hood Canal Bridge openings. Set up TAC briefing for September.
  - Met with a Port Angeles service provider to discuss the HSTP and opportunities for more regional coordination; made introductions between her and paratransit coordinators at Clallam and Jefferson Transit. Attended the "Olympic Connect" forum hosted by Olympic Community of Health and talked with attendees about PRTPO, the HSTP, and opportunities for improving how they connect clients with transportation services.
  - Met with Palouse RTPO staff to review common freight data needs that members of the two rural regions have and practical opportunities for the RTPOs to collaborate with WSDOT and FMSIB in setting up an on-going rural freight data collection program within either the FMSIB or WSDOT Freight office.

Regional Grant Administration – Drafted and distributed letters to applicants documenting the Board's April 2024 Transportation Alternatives awards.

Transportation Outlook – Scheduled meetings 1 and 2 of the Legislative Work Group. Developed briefing memo for Work Group. Hosted, participated in, and followed up. Developed working draft messages and distributed to Work Group ahead of their August 1st meeting 2.

3P Transportation Services

INVOICE

Date: September 2, 2024
Client: Kitsap Transit
Project ID: KT 24-894
Project Name: PRTPO Coordinator
Billing Period: August 1, 2024 – August 31, 2024
Invoice Number: 161

Bill To:
Kitsap Transit
Attention: Steffani Lillie
60 Washington Street, Ste 200
Bremerton, WA 98337

Remit To:
3P Transportation Services
Attention: Thera Black
1905 Conger Avenue NW
Olympia, WA 98502


New Address

Professional services in delivery of the SFY 2024-25 UPWP @ $110/hour

Description	Hours	Amount
Task 1: Program Administration	34.5	$3,795.00
Task 2: Transportation Planning	42.0	$4,620.00
Task 3: Regional TIP	0	--
Task 4: Other PRTPO Activities	0	--
Total charge for professional services	76.5	$8,415.00
Total balance due		$8,415.00

Thank you!!

360.878.0353
thera@3ptransport.com
2103 Harrison Ave NW, # 2-733
Olympia, WA 98502

BILLING REPORT – Invoice 161

Client:	Kitsap Transit
Project ID:	KT 24-894
Project Name:	PRTPO Coordinator
Billing Period:	August 1, 2024 – August 31, 2024

Activity Breakout by UPWP Work Program Elements

Program Administration [34.5 hours]

Executive Committee Meeting – Hosted and supported August 1st Executive Committee meeting.

Executive Board Meeting – Supported the August 16th Executive Board meeting including agenda packet development and distribution, webinar set-ups, website updates, coordination with Chair and LPA staff, and webinar hosting and support. Participated in the meeting, took notes, and debriefed.

PRTPO Support – Developed draft letter and briefing memo regarding defederalizing HSTP planning funds, and sent executed letter to WSDOT PTD. Updated plans with Executive Committee and Board regarding October meeting. Coordinated with Chair regarding UW study and met with researcher. Responded to inquiries from members and other stakeholders on a variety of topics and helped connect members with various resources.

Title VI – Prepared briefing memo for Board on draft Title VI plan. Received comments from WSDOT and reviewed, initiated follow-up with LPA.

Work Program – Monitored budget and work program. Prepared SFY 2024 Q4 invoice package and report for the Board.

Other Planning Activities – Following are other planning or coordination activities this month that fall under Program Administration.

- Completed invoicing.
- Completed regular website updates.
- Conducted regular, on-going communication and coordination activities with Lead Planning Agency and Fiscal Agent, PRTPO Chair, members, and others.

Transportation Planning [42.0 hours]

RTP Update –Developed briefing materials and draft messaging on RTPO funding issue for Board discussion. Refined RTIP::RTP Project List approach based on TAC feedback and prepared briefing materials for the Board. Participated in Meeting 3 of the Stakeholder Advisory Group for WSDOT's Intercity Bus Program update. Provided input to WSDOT on data and findings specific to the Dungeness Line, and requested follow-up opportunity for PRTPO members. Met with GIS Consortium team and provided direction on regional profile and data portal.

Regional Coordination and Collaboration –

- Statewide:
  - Coordinated with other RTPOs on messaging for statewide funding issue.
  - Participated in the statewide MPO-RTPO-WSDOT Coordinating Committee meetings.
- Regional:
  - Coordinated with WCOG, PSRC, WSDOT on next phase of Passenger Only Ferry Study.
  - Met with Grays Harbor Transit representative about potential interest in future "OlyPen" / US 101 transit study with PRTPO agencies.

Regional Grant Administration – Developed schedule, process update, and Board briefing materials for upcoming Consolidated Grants grading process. Met with representative of Bainbridge Island Senior Center to explain overall process and HSTP linkages, and with Olympic Community of Health. Assisted representatives of Senior Services of South Sound with agency contacts for potential collaboration opportunities around Consolidated Grants.

Transportation Outlook – Hosted and participated in Meeting 3 of the Legislative Work Group. Refined messages and developed Board briefing materials.

LocaliQ
Washington
GANNETT

ACCOUNT NAME		ACCOUNT #	PAGE #
Kitsap Transit Legals		288868	1 of 1
INVOICE #	**BILLING PERIOD**	**PAYMENT DUE DATE**	
0006657663	Sep 1- Sep 30, 2024	October 20, 2024	
PREPAY (Memo Info)	**UNAPPLIED (included in amt due)**	**TOTAL CASH AMT DUE***	
$0.00	-$5.65	**$881.99**	

BILLING ACCOUNT NAME AND ADDRESS

Kitsap Transit Legals
60 Washington Ave 200
Bremerton, WA 98337

Legal Entity: Gannett Media Corp.
Terms and Conditions: Past due accounts are subject to interest at the rate of 18% per annum or the maximum legal rate (whichever is less). Advertiser claims for a credit related to rates incorrectly invoiced or paid must be submitted in writing to Publisher within 30 days of the invoice date or the claim will be waived. Any credit towards future advertising must be used within 30 days of issuance or the credit will be forfeited.
All funds payable in US dollars.

BILLING INQUIRIES/ADDRESS CHANGES 1-877-736-7612 or smb@ccc.gannett.com

FEDERAL ID 47-2390983

To sign-up for E-mailed invoices and online payments please contact abgspecial@gannett.com.

Date	Description	Amount
9/1/24	Balance Forward	$627.07
9/25/24	PAYMENT - THANK YOU	-$200.36

Package Advertising:

Start-End Date	Order Number	Product	Description	PO Number	Package Cost
9/1/24	10477714	BKS Kitsap Sun	2025-2030 RTIP Notice		$348.36
9/3/24	10526557	BKS Kitsap Sun	Legal 1 Column with Logo and Q	LBKS0152484	$15.56
9/6/24	10551562	BKS Kitsap Sun	Legal 1 Column with Logo and Q	LBKS0154984	$19.08
9/11/24	10561389	BKS Kitsap Sun	Legal 1 Column	LBKS0157110	$29.96
9/12/24	10567718	BKS Kitsap Sun	Legal 1 Column with Logo and Q	LBKS0158315	$19.72
9/16/24	10575397	BKS Kitsap Sun	Legal 1 Column	LBKS0159859	$22.60

As an incentive for customers, we provide a discount off the total invoice cost equal to the 3.99% service fee if you pay with Cash/Check/ACH. Pay by Cash/Check/ACH and Save!

Total Cash Amount Due	$881.99
Service Fee 3.99%	$35.19
*Cash/Check/ACH Discount	-$35.19
*Payment Amount by Cash/Check/ACH	$881.99
Payment Amount by Credit Card	$917.18

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

ACCOUNT NAME		ACCOUNT NUMBER		INVOICE NUMBER		AMOUNT PAID
Kitsap Transit Legals		288868		0006657663		
CURRENT DUE	**30 DAYS PAST DUE**	**60 DAYS PAST DUE**	**90 DAYS PAST DUE**	**120+ DAYS PAST DUE**	**UNAPPLIED PAYMENTS**	**TOTAL CASH AMT DUE***
$455.28	$129.32	$303.04	$0.00	$0.00	-$5.65	**$881.99**

REMITTANCE ADDRESS (Include Account# & Invoice# on check)

Gannett Washington LocaliQ
PO Box 52173
Phoenix, AZ 85072-2173

TO PAY WITH CREDIT CARD PLEASE CALL:

1-877-736-7612

TOTAL CREDIT CARD AMT DUE
$917.18

To sign up for E-mailed invoices and online payments please contact abgspecial@gannett.com

0000288868000000000000006657663000881991261 9

INVOICE

Shelton-Mason County Journal
PO Box 430
Shelton, WA 98584

dave@masoncounty.com
+1 (360) 426-4412
https://www.masoncounty.com/

SHELTON-MASON COUNTY Journal

Bill to

Finance
Kitsap Transit
60 Washington Ave. Ste. 200
Bremerton, WA 98337

Invoice details

Invoice no.: 126042
Terms: Net 30
Invoice date: 08/29/2024
Due date: 09/28/2024

P.O. Number: 4764

#	Date	Product or service	Description	Qty	Rate	Amount
1.	08/29/2024	**Legal notices**	Legal notices Public Notice of Comment, 2025-2030 RTIP 8/29	1	$294.50	$294.50

Total **$294.50**

226 Adams Street
Port Townsend , WA 98368
360-385-2900

Invoice

Invoice # 115938
Invoice Date: 9/1/24
Terms: Prepay
Rep: KB

Bill to: Bill to ID: 27134

Jeremiah Holcomb
Kitsap Transit
60 Washington Ave, Suite 200
Bremerton, WA 98337

Sold to: Account ID: 27134

Jackie Bidon
Kitsap Transit
60 Washington Ave, Suite 200
Bremerton, WA 98337

Ad Insertions included in this Invoice **Advertising**

Date	Ad ID	Ad Information	PO #	Price	Disc	Applied	Total
8/28/24	209517	Legal - OTHER		$226.95			$226.95
		12.75"	LEGALS: Peninsula Regional Transportation Planni...				

Items: 1

Please make check payable to **Port Townsend Leader**
Thank you for advertising with the PT Leader!
RECURRING BILLING CUSTOMERS WILL BE CHARGE ON THE 20TH OF EACH MONTH.
Avoid the 1.5% finance charge by submitting your payment by the 20th of each month

Total Charges	**$226.95**
Discount	
Payments Applied	
Total Balance Due on Receipt	**$226.95**

Legal Invoice

RECEIVED SEP 09 2024

Date: 08/31/2024

Sound Publishing, Inc.
Unit Attn: A/R
PO Box 930
Everett WA 98206-0930

Peninsula Daily News

Bill To:
Kitsap Transit - LEGALS
60 Washington Avenue Ste., 200
ATTN: Stephanie Milne-Lane
Bremerton WA 98337

Customer Account #: 86031575
Legal Description: PDN1000908

Legal Description: Legal Notices General

Desc: PUBLIC COMMENT

Legal #: PDN1000908
Ad Cost: $ 202.01
Published: Peninsula Daily News
Start Date: 08/31/2024 **End Date:** 08/31/2024

Ordered By: JACKIE BIDON
Issues Ordered: 1

OK to Pay $201.01
2025-2029 RTIP
thanks
Jackie

Due: $ 202.01

Please return this with payment. Questions? Call 1-800-485-4920

Kitsap Transit - LEGALS
60 Washington Avenue Ste., 200
ATTN: Stephanie Milne-Lane
Bremerton WA 98337

Account #: 86031575
Invoice #: PDN1000908
Due: $ 202.01

Jefferson Transit Authority
PRTPO Fiscal Agent Expenses

Jefferson Transit Authority
63 4 Corners Rd
Port Townsend WA 98368

Invoice Date: 10/10/2024
Invoice Period: July-September 2024

Staff Salaries & Wages Expenses

Description	Date	Hours	Wages	Benefits	Total
June Bank Reconcilation	7/11/2024	0.50	$ 23.68	$ 12.72	$ 36.41
July Bank Reconcilation	8/5/2024	0.50	$ 23.68	$ 12.72	$ 36.41
WSDOT Q2 Grant Deposit/Checks	8/5/2024	0.50	$ 23.68	$ 12.72	$ 36.41
August Bank Reconcilation	9/16/2024	0.50	$ 23.68	$ 12.72	$ 36.41
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -	$ -	$ -
Total Salaries & Wages			$ 94.73	$ 50.89	$ 145.62

Other Reimbursable Expenses

Description	Date	QTY	Rate	Total
				$ -
				$ -
				$ -
				$ -
Total Reimbursables				$ -

Expense Summary for Quarter

	April	May	June	Total
	7/1/2024	8/1/2024	9/1/2024	
	7/31/2024	8/31/2024	9/30/2024	
Staff Salaries and Wages	$ 23.68	$ 47.37	$ 23.68	$ 94.73
Staff Fringe Benefit	$ 12.72	$ 25.45	$ 12.72	$ 50.89
Other Reimbursables	$ -	$ -	$ -	$ -
Subtotal	**$ 36.41**	**$ 72.81**	**$ 36.41**	**$ 145.62**
Overhead Charge 10%	$ 3.64	$ 7.28	$ 3.64	$ 14.56
TOTAL	**$ 40.05**	**$ 80.09**	**$ 40.05**	**$ 160.19**

Invoice Total: $ 160.19

ATTACHMENT C

ACTION ITEM

To: PRTPO Executive Board
From: Thera Black, PRTPO Coordinator
Date: December 13, 2024
Subject: **Approval of RTPO Supplemental Funding Request**

REQUESTED ACTION:

Approve the request to WSDOT Headquarters for supplemental SFY 2025 RTPO funding.

Overview

In June the Executive Board learned that WSDOT intended to award $40,000 in supplemental RTPO funding for SFY 2025 and authorized the Chair and PRTPO Coordinator to request $21,500. That invitation to apply for supplemental funding did not occur until November and the amount available was $60,000, not $40,000. WSDOT also indicated a preference for awarding funds to rural RTPOs ahead of urban regions that are better funded.

Given the larger dollar amount, and with concurrence from the Executive Committee, PRTPO submitted a request for $31,500 as detailed in the attached submittal.

Requests were due December 5th. WSDOT expects to make a funding decision sometime between the first of the year and March. Funds must be expended by June 30, 2025.

Next Steps

If PRTPO is successful, the Board will amend the UPWP to include these additional funds in its SFY 2025 budget.

Attachment:
PRTPO Request for SFY 2025 Supplemental Funding

For More Information:
Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

PRTPO Members

Clallam County
Jefferson County
Kitsap County
Mason County
Bainbridge Island
Bremerton
Forks
Port Angeles
Port Orchard
Port Townsend
Poulsbo
Sequim
Shelton
Clallam Transit
Jefferson Transit
Kitsap Transit
Mason Transit
Port of Allyn
Port of Bremerton
Port of Port Angeles
Port of Shelton
WSDOT Olympic Region
Jamestown S'Klallam Tribe
Lower Elwha Klallam Tribe
Makah Nation
Skokomish Tribe
Squaxin Island Tribe

www.PRTPO.org

PRTPO Request for SFY 2025 Supplemental Funding

The PRTPO Executive Board appreciates this opportunity to request SFY 2025 supplemental RTPO funding. Following are two priority needs that could be accomplished by June 30, 2025.

1st Priority: $21,500 to support the PRTPO Regional Transportation Plan update

Work to be completed: This funding will enable PRTPO to complete the update of its Regional Transportation Plan this biennium. PRTPO is currently working on its first update of the RTP since 2019. This update will enhance regional coordination between local and tribal members and WSDOT Olympic Region, and will help ensure on-going consistency between local and statewide plans. An aim of this update is to establish a "perpetual RTP" that PRTPO can maintain and keep current over time with minimal RTPO budget support.

Project reference: An update of its RTP is included in PRTPO's SFY 2024-2025 UPWP, and Appendix A – Unfunded Needs recognizes the need for additional funding support to do it adequately on page 16, item D.

Work to be performed by: Work will be completed in-house by PRTPO Coordinators with support from the Technical Advisory Committee and the Executive Board.

Timeline: Funding at this time will enable the Board to adopt the updated RTP at its June 20, 2025 meeting.

Expenditures to date: PRTPO has spent $28,160 on this update so far, and has obtained an additional $30,000 in support from WSDOT Olympic Region for online development. This additional funding will bring the total budget for PRTPO's Regional Transportation Plan update to about $80,000 of the estimated $110,00 that would ideally be available for this update.

2nd Priority: $10,000 to support CY 2025 GIS and data mapping needs

Work to be completed: This funding would provide an additional 45 hours of contracted support with the AWC GIS Consortium in calendar year 2025. The AWC GIS Consortium provides technical support to PRTPO with its data and mapping needs. This supports the RTP update, the RTIP, and local and regional data and mapping needs.

Project reference: Appendix A of the adopted SFY 2024-25 UPWP identifies the need for up to 100 hours of contracted GIS support on page 15, item A. Given the limited funds available, PRTPO would be happy to receive funding for 45 hours of support and would put it to good use.

Work to be performed by: Work is performed by FLO Analytics through the Association of WA Cities GIS Consortium, as directed by PRTPO.

Timeline: Work would be invoiced no later than March 2025, when PRTPO's current annual service agreement expires, and authorized for payment by April 2025.

Expenditures to date: PRTPO's current contract for 145 hours will expire in March 2025. This would extend PRTPO's service agreement with the GIS Consortium and provide 45 hours of support.

ATTACHMENT D

ACTION ITEM

To: PRTPO Executive Board
From: Thera Black, PRPTO Coordinator
Date: December 13, 2024
Subject: 2024 Consolidated Grants Review and Ranking

Requested Action:

Approve the rank assignment of Consolidated Grants applications recommended by the Technical Advisory Committee for submittal to WSDOT.

Summary:

In August the Executive Board approved a process for reviewing and ranking applications for WSDOT's Consolidated Grants program. This ranking process supports local and tribal grant applications vying for funding through the biennial statewide competitive program. Consolidated Grants fund projects that support the kinds of strategies PRTPO adopted in its Human Services Transportation Plan. PRTPO is responsible for recommending to WSDOT the priority array of projects within the established Consolidated Grants ranking framework.

The 2024 process was modeled on previous processes, though it relied on the Technical Advisory Committee to evaluate and rank projects instead of an outside panel, for consideration by the Executive Board.

The TAC forwards the following consensus ranking recommendation to the Executive Board. Projects are sorted alphabetically by project sponsor in each rank category. No additional priority is implied.

Consolidated Grants Ranking Recommendation to PRTPO Executive Board

(3) A Ranked Projects		
Clallam Transit	Strait Shot Regional Bus Service Operating Assistance	4-yr Operating
Clallam Transit	Rt 16 Rural and Tribal Access Operating Assistance	4-yr Operating
Mason Transit	Sustain Mason County Dial a Ride Service	2-yr operating
(6) B Ranked Projects		
Bainbridge Island Senior/Community Center	Senior / Community Transportation	Capital
Ecumenical Christian Helping Hands Organization	ECHHO Volunteer Driver Transportation Program	4-yr Operating
Jamestown S'Klallam Tribe	Jamestown Tribal Health Clinic Vehicle Replacement	Capital
Jefferson Transit	Jefferson Transit Replacement Fixed-route Bus	Capital
Jefferson Transit	Jefferson Transit Replacement JTOC Buses	Capital
Suquamish Tribe	Suquamish Elders Electric Vehicle Passenger Van	Capital
(3) C Ranked Projects		
Coastal Community Action Program	2025-2027 Thurston/Mason County	2-yr Operating
Coastal Community Action Program	Thurston County Vehicle Replacement	Capital
Lewis-Mason-Thurston Area Agency on Aging	Mobility Mgmt: Connecting People to Health Services	Mobility Mgmt

Process Recap:

WSDOT received twelve applications from project sponsors across the four-county region to review and rank.

TAC members received application packets for each project, with an extended time for review ahead of the meeting. PRTPO applications are composed of verbatim excerpts from the complete WSDOT applications. All twelve PRTPO applications are attached. TAC members were also invited to complete a preliminary ranking assessment of projects based on their initial individual reviews. Those preliminary assessments were combined to establish a "straw man" rank, which provided a starting point for the subsequent TAC ranking process.

The TAC work session was on November 19th and conducted via Zoom. Applicants were invited to attend in order to answer any questions about their specific projects as well as to listen to the TAC's evaluation and ranking discussion. All applicants attended.

During the first part of the work session TAC members asked applicants questions about the projects that had come up during their individual reviews, to ensure a complete and full understanding of each proposal and the program or services supported. With a more complete understanding of each proposal, TAC members evaluated the straw man result of the preliminary ranking. There was general agreement on most of the preliminary rankings from that poll, but TAC members identified several projects to discuss in more detail. Members worked through each of the flagged projects, turning again to applicants when necessary for additional insights and sharing their perspectives on strengths and weaknesses of proposals. Upon completion they reassessed the rankings, quickly reaching the consensus recommendation presented to the Board.

In general, the TAC recommendation reflects a priority on operating projects ahead of capital projects. Given the very few "A" slots available this funding cycle – only (3) of the region's (8) slots were available to assign – they noted the importance of those services they identified as priorities in terms of coverage and riders served, adding that the demand on non-profit providers would be much higher without these backbone services in place. That said, TAC members were unanimous in their opinion that all twelve projects will effectively address needs in the Human Services Transportation Plan and are worthy of funding.

This year PRTPO reviewed proposals from three new project sponsors, in addition to long-standing Consolidated Grants applicants. This includes the Suquamish Tribe, the Bainbridge Island Senior / Community Center, and the Lewis-Mason-Thurston Area Agency on Aging.

Next Steps:

The Executive Board's recommendation on project ranking will be submitted to WSDOT. PRTPO's ranking is one input to WSDOT's overall statewide ranking and subsequent funding decisions.

With Board approval, all twelve projects will be amended into the Human Services Transportation Plan.

Attachment:
2024 Consolidated Grant Proposals for the Peninsula Region

For More Information:

Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

PENINSULA RTPO

2024 CONSOLIDATED GRANT PROJECT REVIEW PACKET

The TAC evaluated twelve Consolidated Grant proposals WSDOT received from across the Peninsula Region and consulted with applicants before developing its rank recommendation. PRTPO has available (3) A, (6) B, and (7) C grades to assign. The TAC found all twelve projects to be consistent with and supportive of PRTPO's Human Services Transportation Plan and recommends the following project ranking to the Executive Board for consideration on December 20th.

Consolidated Grants Ranking Recommendation to PRTPO Executive Board

(3) A Ranked Projects		
Clallam Transit	Strait Shot Regional Bus Service Operating Assistance	4-yr Operating
Clallam Transit	Rt 16 Rural and Tribal Access Operating Assistance	4-yr Operating
Mason Transit	Sustain Mason County Dial a Ride Service	2-yr operating
(6) B Ranked Projects		
Bainbridge Island Senior/Community Center	Senior / Community Transportation	Capital
Ecumenical Christian Helping Hands Organization	ECHHO Volunteer Driver Transportation Program	4-yr Operating
Jamestown S'Klallam	Jamestown Tribal Health Clinic Vehicle Replacement	Capital
Jefferson Transit	Jefferson Transit Replacement Fixed-route Bus	Capital
Jefferson Transit	Jefferson Transit Replacement JTOC Buses	Capital
Suquamish Tribe	Suquamish Elders Electric Vehicle Passenger Van	Capital
(3) C Ranked Projects		
Coastal Community Action Program	2025-2027 Thurston/Mason County	2-yr Operating
Coastal Community Action Program	Thurston County Vehicle Replacement	Capital
Lewis-Mason-Thurston Area Agency on Aging	Mobility Mgmt: Connecting People to Health Services	Mobility Mgmt

Projects receive the following from WSDOT:
(A) projects are awarded 50 points
(B) projects are awarded 25 points
(C) projects are awarded 12 points
Points are added to projects' cumulative statewide scores

APPLICATIONS

Bainbridge Island Senior/ Community Center	Senior/Community Transportation
Clallam Transit	Strait Shot Regional Bus Service Operating Assistance
Clallam Transit	Rt 16 Rural and Tribal Access Operating Assistance
Coastal Community Action Program	2025-2027 Thurston/Mason County
Coastal Community Action Program	Thurston County Vehicle Replacement
Ecumenical Christian Helping Hands Organization	ECHHO Volunteer Driver Transportation Program
Jamestown S'Klallam Tribe	Jamestown Tribal Health Clinic Vehicle Replacement
Jefferson Transit	Jefferson Transit Replacement Fixed-route Bus
Jefferson Transit	Jefferson Transit Replacement JTOC Buses
Lewis Mason Thurston Area Agencies on Aging	Mobility Management: Connecting Seniors and Adults with Disabilities to Health Care Services
Mason Transit	Sustain Mason County Dial A Ride Service
Suquamish Tribe	Suquamish Elder Electric Vehicle Passenger Van Project

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Senior / Community Transportation**

Organization Name: Bainbridge Island Senior / Community Center

Contact Name: Reed Price

Project Description

The Bainbridge Island Senior/Community Center seeks to acquire an ADA equipped EV van to provide transportation services to senior citizens.

Project Funding Summary

Total Project Cost	$ 125,000
Grant Request	$ 115,000
Match Amount	$ 10,000

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ▪ Capital
  - ◉ Replacement
  - ○ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Senior / Community Transportation

Project Need

We work with seniors who regularly need help with getting to shopping, doctor's appointments, and who crave social interaction. With this project we can offer specific trips keyed to group needs, offering support through vetted volunteer drivers when scheduled transit service doesn't work, and addresses complex trip making restraints by organizing groups for trips across transit lines like shopping and medical, and also to mitigate other challenges - such as providing transportation for shopping, outings, etc. for people who do not drive or own a car. This project aligns with several strategies identified in the PRPTO HTSP, specifically in areas II. Enhancing and Expanding Transportation Services and IV. Increase Cooperation and Coordination Among Transportation Providers.
II. Enhancing and Expanding Service: This program will (1) provide a flexible, available vehicle that can be driven by vetting volunteers--including during periods when transit service is not available; (2) offer a zero-emission vehicle that can be accessed easily by drivers and users; (3) enable non-emergency access to medical facilities or discharged patients. IV. Increase Cooperation and Coordination by working with other nonprofits and the regional transportation organization to respond to needs of seniors and people with disabilities.

Special Needs Transportation

Our request is to purchase a 7 passenger EV van with a wheelchair access to provide transportation for those 65 or older, those with limited income, and people with disabilities to key resources.

Benefits to Vulnerable Populations in Overburdened Communities

The Senior/Community Center serves a 65+ population. Nearly 40 percent of our clients are 70 to 79 years of age, and nearly 43 percent are 80 or older and we estimate 10 to 15 percent of our clientele are on limited incomes. Many of our clients are unable to drive due to age, income, or disability. The 2022 National Community Survey found that 43% of Bainbridge Island respondents hold that improving the overall quality of the transportation system on Bainbridge Island is "essential" and 41% rated it "very important."

Coordination Efforts

These are not currently included in the PRTPO plans; however, it addresses key aspects of their Human Services Transportation Plan (HSTP) by providing safe and efficient transportation primarily for people 65 years of age or older, in addition to people of low income and with a disability. The aim is to provide efficient transportation with the maximum number of eligible, qualified, drivers, at the lowest carbon footprint. We have the support of ZEV co-op, Pacific Mobility, Island Volunteer Caregivers, and Kitsap Transit. Our goal is to cooperatively manage the use of this vehicle across several organizations with the expertise of ZEV co-op.

Multimodal Partnerships

This project aims to help people who have limited or no transportation options have access to suitable options to get where they need to go to shop, for medical appointments, and other activities. Many people will congregate at the Senior/Community Center for shared rides, and conceivably this service could be used to provide connections to other transportation services.

Measurement of Project Success

Not applicable to vehicle projects.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Strait Shot Regional Bus Service Operating Assistance**

Organization Name: Clallam Transit

Contact Name: Jim Fetzer

Project Description

Sustain the operation of all the 123 Strait Shot routes, they provide residents and tourists essential regional access to a bus route connecting Port Angeles to Seattle. Service includes three roundtrips, morning, midday and evening, Monday through Saturday. Sunday has two roundtrips, in the morning and the evening.

Project Funding Summary

Total Project Cost	$ 2,357,380
Grant Request	$ 2,121,643
Match Amount	$ 235,737

WSDOT has different match requirements for different kinds of projects.

Type of Project

- [x] Operating
  - ( ) 2 yr
  - (•) 4 yr
- [ ] Capital
  - ( ) Replacement
  - ( ) Expansion
- [ ] Mobility Management
- [ ] Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] 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
- [x] 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
- [x] 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
- [x] 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
- [x] Reduce duplication of services or consolidate services

Strait Shot Regional Bus Service Operating Assistance

Project Need

Transportation problems identified in the PRTPO Human Services Plan that the Strait Shot service addresses, include eliminating travel requiring multiple transfers that took most of the day. Prior to the Strait Shot, a trip from the Olympic Peninsula to the Seattle Ferry system, required a trip on multiple regional transit systems with multiple transfers. The result was a one-way trip to the Bainbridge Ferry Terminal that took an entire day on multiple bus routes. The Strait Shot Route allows passengers to make a trip in two hours that used to take all day. Many specialized medical and veterans' services require travel to Seattle or Tacoma for people who are unable to drive. The #123 creates an affordable and easy access to the Seattle/Tacoma metro public transit services. The Strait Shot provides an essential transportation link for residents of Clallam County to access medical, educational, and shopping opportunities in the Seattle area. It also provides a feasible and timely option to affordably access the SeaTac Airport. The service provides a travel alternative to visitors of the Olympic Peninsula region by providing a public transportation to access the many tourists' attraction in the area, without the need for an automobile. It also provides quick and timely connections to Kitsap Transit and Jefferson Transit allowing access to the entire Olympic Peninsula including the Olympic National Park.

Special Needs Transportation

The Strait Shot provides service with 52 passenger, handicapped accessible, restroom equipped motor coaches. This route provides an affordable means for persons with disabilities to access the Seattle Ferry system. Connections with Clallam Transit fixed route services at Gateway Transit Center and Sequim Transit Center allow persons with disabilities to easily access the regional service. Connections with Jefferson Transit at Sequim Transit Center and in Blyn also provide needed access for person with disabilities to access needed services in the Seattle area. The Strait Shot is free for persons 18 and younger, free for veterans, and discounted for seniors and disabled individuals.

Benefits to Vulnerable Populations in Overburdened Communities

Clallam Transit ensures that public transportation services are provided throughout the communities in this region, including a focus with service in communities of need. Overburdened communities have public transit access to the Strait Shot via Clallam Transit fixed route services, which connect with the regional route at the Gateway Transit Center located in Port Angeles and the Sequim Transit Center located in Sequim. This route provides easy and affordable access to Seattle based ferries and therefore provides connections to medical, educational, employment and cultural activities in the Seattle area. In Clallam County fixed routes serving overburdened communities are fare free, providing an extremely affordable travel option for all users of Clallam Transit. This route services the Jamestown S'Klallam Tribe with stops at the Jamestown Campus in Blyn, and the Suquamish Tribe with a stop at SR305 and Suquamish Way. Service is provided to Port Angeles and Sequim directly at transit centers located in these communities. Other overburdened communities have access to the Strait Shot via fare free connecting fixed route services. This includes the Lower Elwha Tribe, the Makah Tribe and the Quileute Tribe.

Coordination Efforts

This project is included the Clallam Transit Development Plan, The Clallam Transit Comprehensive Operations Analysis, and in the Peninsula RTPO 2022 Human Services Transportation Plan. This project addresses strategies identified in the Peninsula Human Services Plan including page 29, "Complex trip making for long distance trips," as well as intermodal connections. It also addresses a strategy contained on page 33 "Regional Coordination" and "Maintain existing services." In 2019, Clallam Transit performed an extensive survey of Strati Shot passengers. AA total of 590 survey responses were received. Key findings were that 99.7 percent of riders recommended the service to others. 88% wanted more service, with the majority stating they wanted a mid day trip added.

The Strait Shot addresses a long standing problem of residents of the remote Olympic Peninsula being able to access services in the Seattle area. This is more serious issue for persons with disabilities, seniors, and low income who often cannot drive or lack access to an automobile. The Strait Shot provides an easy, affordable means for individuals to access the Seattle Ferry system and to connect to Seattle based public transit services.

Multimodal Partnerships

This regional route make intermodal connections with the Coho Ferry system at the Gateway Transit Center, with the Bainbridge Seattle Ferry at the Bainbridge Ferry Terminal, with Jefferson Transit at the Sequim Transit Center, in Blyn and in Discovery Bay, and with Kitsap Transit at the North Viking Park and Ride in Poulsbo, and at the Bainbridge Ferry Terminal.

Measurement of Project Success

Ridership numbers will be the primary determination of success for the project. Vehicle miles traveled, VMT, is a useful measure of the effectiveness of the service. Assuming 70% of the ridership on the route is traveling between Port Angeles and Bainbridge and the remaining 30% of passengers are traveling between Sequim and Bainbridge, based on a trip length of 74.7 miles and 57.4 miles respectfully, and assuming each passenger traveling on the Strait Shot would have driven a single occupancy vehicle if the service were not available, the reduction over the fours years based on a total ridership of 85,719 passengers, will total a savings of 5,958,328 vehicle miles traveled (VMT).

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Route 16 Rural and Tribal Access Operating Assistance**

Organization Name: Clallam Transit

Contact Name: Jim Fetzer

Project Description

Provide public transit route to Clallam Bay and Neah Bay connecting to other Clallam Transit routes at the Forks Transit Center located in Forks, WA, The service provides four roundtrips on weekdays and two roundtrips on Saturdays. This route is an essential link between the northwest tip of Washington and rest of the state's public transit network.

Project Funding Summary

Total Project Cost	$ 2,111,595
Grant Request	$ 1,900,430
Match Amount	$ 211,165

WSDOT has different match requirements for different kinds of projects.

Type of Project

- [x] Operating
  - ( ) 2 yr
  - (•) 4 yr
- [ ] Capital
  - ( ) Replacement
  - ( ) Expansion
- [ ] Mobility Management
- [ ] Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] 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
- [x] 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
- [x] 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

Route 16 Rural and Tribal Access Operating Assistance

Project Need

This route, known as the Route 16 - Neah Bay, provides service to the communities of Neah Bay, including the Makah Tribe, Sekiu, and Clallam Bay, as well as the Clallam Bay Corrections Center. These communities experience high unemployment, a shortage of employment opportunities and are lacking in medical and educational services. The communities are located in a remote region and many of the residents rely on this route to access these services that are located in Port Angeles and Forks. This route addresses issues identified in the PRTPO Human Services Plan including being a remote area that presents transportation challenges including vital services being located a large distance away in other cities. Serving a vulnerable population that has limited access to automobiles. Regional Coordination Strategies that this service address includes "Maintain existing transportation services," "Increased cooperation and coordination among other service providers." This route provides connections to other Clallam Transit routes, connecting Jefferson Transit Routes, and ultimately access to the regional 123 Strait Shot which provides access to Seattle Ferries

Special Needs Transportation

This route utilizes fully handicapped accessible buses which allow persons with disabilities access to public transit transit services which would not be available if the route was not provided.

Benefits to Vulnerable Populations in Overburdened Communities

This service, known at the Route 16 - Neah Bay, provides an essential link between the northwestern tip of Washington and the rest of the state's public transportation network. This route provides service to the communities of Neah Bay, including the Makah Tribe, Sekiu and Clallam Bay, as well as the Clallam Bay Corrections Center. The communities have high unemployment, a shortage of employment opportunities and are lacking in medical and educational services. Many of the residents rely on this lifeline route to access these services located in communities of Port Angeles and Forks.

Coordination Efforts

The PRPTO has recognized the importance of providing connectivity from the rural areas of the Olympic Peninsula to the regional employment and commercial centers. The Makah Tribe is very supportive of this route and considers it a lifeline route to access services. The PRPTO Human Services Coordinated Public Transit - Human Services Plan identifies that transportation services are critical for the economic development of all tribes. The Route 16 fulfills this need by providing transportation to the Makah Tribe allowing for affordable access to regional economic opportunities as well as goods and services.

Multimodal Partnerships

This route provides regional coordination by providing connections to other Clallam Transit routes as well as Jefferson Transit routes. This coordination allows persons to ultimately access routes that serve the entire Olympic Peninsula as well as provide access to Seattle and beyond.

Measurement of Project Success

Ridership numbers will be the primary determination of success for the project.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **2025-2027 Thurston/Mason County**

Organization Name: Coastal Community Action Program

Contact Name: Tony Russell

Project Description

Driven to Opportunity (DTO) aims to provide the flexible transportation options, addressing the challenge of limited public transit in the rural areas that the low income and disabled live. Giving the people of Thurston/Mason the advantage to get to work, educational training or job related opportunity. Operating 24hrs, weekends and holidays.

Project Funding Summary

Total Project Cost	$ 537,300
Grant Request	$ 480,577
Match Amount	$ 56,723

WSDOT has different match requirements for different kinds of projects.

Type of Project

- [x] Operating
  - (•) 2 yr
  - ( ) 4 yr
- [ ] Capital
  - ( ) Replacement
  - ( ) Expansion
- [ ] Mobility Management
- [ ] Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] 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 Need

Addressing transportation need in rural areas with no or limited transportation options of low income and disabled individuals can be challenging when trying to get to work or work related things. Having a Demand Response can cater to a specific area or times that coincide with the schedules needed by the people that live in these areas. According to the 2022 CHSTP Thurston County is the 32nd largest county with 727 square mile area, 91% of that is unincorporated along with 22% of the population in low income, 30% are people with disabilities. Mason County is 972 square miles, 99% is unincorporated with 12.6% of the population being low income. Mason & Thurston Counties having the majority living the the rural areas with limited public transport and looking for a more reliable transportation option.

Special Needs Transportation

DTO works with our employment department at Coastal Community Action Program that works with some of the Thurston and Mason County residents who are disabled that work jobs for an hour or two to give them a sense of fulfillment. Also working with other agencies like Morningside, EFI, CCS to help with their clients to achieve the same thing.

Benefits to Vulnerable Populations in Overburdened Communities

CCAP and the Driven to Opportunity program is here to help anyone in the Thurston/Mason county area. The main focus is low income and people that live in the rural areas that don't have access to transportation. We help everyone regardless of their race or ethnic background or living conditions. Because we all need a helping hand every now and then.

Coordination Efforts

Coastal Community Action Program and the Driven to Opportunity works with the regional Transit groups in Thurston & Mason Counties to best coordinate rides that may over lap with Transit times but dropping clients at the Transit stations. Working with CWCOG, Peninsula RTPO, Thurston Regional Transportation Council along with trying to connect better with the area Tribal groups. Working together to help cover all the needs in the areas to help get people to where they need to go to improve their lives.

Multimodal Partnerships

DTO connects riders to both Thurston and Mason County transits at their Olympia, Tumwater, Lacey, Hawks Prairie, Belfair, Bremerton and Shelton stations for a first mile/last mile partnership. While transit helps provide the core of rides to and from work or school, it's not always an option for both portions of the trip. The rural layout of both counties presents challenges reaching fixed route transit and walking/bicycling is not always feasible due to distance. Most shift-work employees are working late at night or on weekends when conventional transit services are either reduced or non-exist. DTO enhances public transportation by connecting riders to transit with a safe, affordable, flexible service that operates 24/7,including holidays. It supplements fixed route transit and increases employment transportation access. Most employment related trips are complex and involve multiple destinations including reaching childcare centers. Children can be dropped at child care with a qualifying adult going to work or training to help working parents maintain their employment and provide for their families. DTO staff coordinates with transit to connect riders, avoid duplication of services and help only those who cannot utilize transit. The biggest gain will be the smooth transition from using DTO and connecting with Transit and the knowledge that the clients in the area will always have a way to get from point A to point B in a safe an timely manner.

Measurement of Project Success

The Driven To Opportunity programs success is based on the success of our clients improving their lives by having the ability to get to work by having access to transportation that works with them. By focusing on the client we ensuring that the program is not only effective but also continuously improving to better serve our clients. By tracking our numbers if the target numbers run short we can adjust be adding new clients that are on a wait list at this time and also work with the other agencies to have the ability to hit our target numbers.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Thurston County Vehicle Replacement**

Organization Name: Coastal Community Action Program

Contact Name: Tony Russell

Project Description

Driven to Opportunity (DTO) aims to provide the flexible transportation options, addressing the challenge of limited public transit in the rural areas that the low income and disabled live. Giving the people of Thurston /Mason the advantage to get to work, educational training or job related opportunity. Operating 24hrs, weekends and holidays.

Project Funding Summary

Total Project Cost	$ 45,000
Grant Request	$ 40,500
Match Amount	$ 4,500

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ☐ Capital
  - ◉ Replacement
  - ○ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Thurston County Vehicle Replacement

Project Need

Addressing transportation need in rural areas with no or limited transportation options of low income and disabled individuals can be challenging when trying to get to work or work related things. Having a Demand Response can cater to a specific area or times that coincide with the schedules needed by the people that live in these areas. According to the 2022 CHSTP Thurston County is the 32nd largest county with 727 square mile area, 91% of that is unincorporated along with 22% of the population in low income, 30% are people with disabilities. Mason County is 972 square miles, 99% is unincorporated with 12.6% of the population being low income. Mason & Thurston Counties having the majority living the the rural areas with limited public transport and looking for a more reliable transportation option.

Special Needs Transportation

DTO works with our employment department at Coastal Community Action Program that works with some of the Thurston and Mason County residents who are disabled that work jobs for an hour or two to give them a sense of fulfillment. Also working with other agencies like Morningside, EFI, CCS to help with their clients to achieve the same thing.

Benefits to Vulnerable Populations in Overburdened Communities

Coastal Community Action Program and the Driven to Opportunity Program specifically target low-income, special needs, people in need populations. The Driven to Opportunity (DTO) program gives a helping hand in transporting people to and from work, which in turn leads to the clients improving their lives. Weather its living conditions, environmental, socioeconomic working leads to improvement in all categories of life which is what our goal for our clients is. Successful improvement in anyway.

Coordination Efforts

Coastal Cap actively participates in the Southwest Washington RTPO that covers a five county region, including Grays Harbor and Pacific County. The Driven To Opportunity project is listed in the HSTP. The project helps alleviate the following unmet needs identified in the HSTP- sustain transportation for low income, TANF, and underemployed individuals during off-transit hours and access to job and job training needs to be expanded for rural residents. Coastal Cap actively participates in the Cowlitz-Wahkiakum Council of Government (CWCOG) to help communities find solutions at the local level to improve transportation access with the ultimate goal of enhancing the quality of life for its residents. Working with the Transit Systems and working with the Tribes in the local areas to take in the account the needs and challenges of the different areas making it more efficient and sustainable transportation solutions.

Multimodal Partnerships

DTO connects riders to both Grays Harbor and Pacific County transit at their Aberdeen, Hoquiam, Ocean Shores, Montesano, Elma, McCleary and Raymond stations for a first mile/last mile partnership. While transit helps provide the core of rides to and from work or school, it's not always an option for both portions of the trip. The rural layout of both counties presents challenges reaching fixed route transit and walking/bicycling is not always feasible due to distance. Most shift-work employees are working late at night or on weekends when conventional transit services are either reduced or non-exist. DTO enhances public transportation by connecting riders to transit with a safe, affordable, flexible service that operates 24/7, including holidays. It supplements fixed route transit and increases employment transportation access. Most employment related trips are complex and involve multiple destinations including reaching childcare centers. Children can be dropped at child care with a qualifying adult going to work or training to help working parents maintain their employment and provide for their families. DTO staff coordinates with transit to connect riders, avoid duplication of services and help only those who cannot utilize transit. The biggest gain will be the smooth transition from using DTO and connecting with Transit and the knowledge that the clients in the area will always have a way to get from point A to point B in a safe an timely manner.

Measurement of Project Success

Not applicable to vehicle projects.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **ECHHO Volunteer Drivers Transportation Program**

Organization Name: ECHHO - Ecumenical Christian Helping Hands Organization

Contact Name: Mark Lannon

Project Description

ECHHO works with volunteer drivers and community organizations so Jefferson County residents can continue to live independently. No-charge transportation services are provided to those in-need, in order to access medical care, pharmacies, groceries and other essential services. Last year ECHHO delivered 1,726 rides for its clients.

Project Funding Summary

Total Project Cost	$ 644,621
Grant Request	$ 423,951
Match Amount	$ 220,670

WSDOT has different match requirements for different kinds of projects.

Type of Project

- [x] Operating
  - ( ) 2 yr
  - (•) 4 yr
- [ ] Capital
  - ( ) Replacement
  - ( ) Expansion
- [ ] Mobility Management
- [ ] Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] 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
- [x] Expand long-distance single-seat services
- [ ] Improve special needs traveler amenities
- [ ] Deploy ZEV benefiting special needs populations
- [ ] Increase broadband access
- [x] Reduce travel cost as barrier to accessing services
- [x] 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
- [x] 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

- [x] Expand service provider-referral agency communication
- [x] 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 Need

The need for ECHHO continues to grow, as our population ages. Jefferson County has the 2nd oldest population in Washington State and 9th oldest in the U.S. ECHHO is the ONLY provider of direct, NO-COST transportation for residents to reach healthcare providers: hospitals, outpatient surgery centers, doctors offices, cancer treatment centers, physical therapy and vision clinics. Cancer patients often require daily treatment for a period of weeks - for them ECHHO is literally a life saver. ECHHO is the only free transportation service for post-procedure or post-surgery transport of patients back to their home.
Many local patients are referred to medical facilities outside of the county - Port Angeles and Sequim in Clallam County, Poulsbo, Silverdale, Bremerton in Kitsap County, Tacoma (Pierce Co.) and Seattle (King). ECHHO volunteer drivers will also take residents to the pharmacy, grocery store and other essential services. For many, ECHHO is the only option: over 30% of Jefferson County households have a senior adult living alone and nearly 80% of them are women. Many do not have relatives living in the area. Many cannot drive long distances or during the dark. ECHHO provides the support to help them age in place, and maintain a healthy and independent lifestyle.

Special Needs Transportation

ECHHO volunteer drivers transport clients to medical appointments, pharmacies, grocery stores and other essential services. They serve residents with mobility devices, including canes, walkers, and wheelchairs (collapsible. Those that are wheelchair-bound are referred to Jefferson Transit Dial-A-Ride). ECHHO drivers will also accommodate caregivers who accompany their client and can provide more robust assistance, as needed. ECHHO provides door-to-door transportation, which may include accompanying the client into a medical facility (or other essential service location) to make sure the client is in the right place, at the right time. Our volunteers are mostly seniors: they are mature, responsible drivers who make sure the client is safely delivered to and returned home after any appointment. ECHHO is the only transportation provider in the area who meets the requirements that most surgery centers have for post-surgical or post-procedure patient release. Residents that are battling cancer, kidney failure, or a debilitating neurological disease need the extra attention only ECHHO provides. Quite often, they are temporarily more disabled by a treatment or procedure, and must rely on some added assistance from their ECHHO volunteer driver, who is eager to help: offering a steady arm, assistance entering or leaving the vehicle, a walk to the front door at home. These are aspects that make ECHHO a unique transportation provider.

Benefits to Vulnerable Populations in Overburdened Communities

ECHHO's clients are primarily seniors, age 65+. They cannot use the public transit system or paratransit system because they are too frail, disabled, or handicapped to access a bus. The Dial-A-Ride paratransit system does not serve people who live more than 3/4 miles off the fixed bus routes.

Most clients are low income, or close to it. They can't afford a taxi or one of the newer on-demand transportation providers such as Uber. The only potential source of pollution in the area is the Port Townsend Paper Mill. I understand that the community has worked with the Mill management on air quality issues and the Mill responded by installing extra "scrubbers" and other systems that are designed to abate the potential threat. We don't know of any program that has attempted to identify the extent of the mill's effect on the local population.

Coordination Efforts

Being in a rural area, many seniors and disabled residents of Jefferson County live outside the fixed route transit system, and even beyond the paratransit system routes. ECHHO has coordinated with Jefferson Healthcare hospital discharge personnel, medical offices, orthopedic clinics and home healthcare agencies. They all refer patients to ECHHO for assistance in accessing follow-up care and therapy. In 2019 members of the ECHHO Board met with representatives of Jefferson County Transit, Dial-A-Ride Paratransit, Catholic Charities and Paratransit Services in Bremerton. It was determined that ECHHO's ability to transport Jefferson County residents directly to medical facilities in neighboring counties, plus Seattle and Tacoma, was unique among transit providers. In addition, ECHHO's services are not limited to a certain class of residents like VetConnect and Paratransit Services - Bremerton Area. The route structure for both Jefferson Transit and Dial-A-Ride leaves many residents unable to access their services, but ECHHO has no geographic limitations in serving residents of East Jefferson County. And the other volunteer driver program on the peninsula operates only within Clallam County. The conclusion was that ECHHO provides a transportation service that is unique in its ability to serve residents of East Jefferson County and extends and enhances transportation solutions to underserved populations in the area. ECHHO's mission matches the Peninsula HSTP strategy; "To provide and improve services that support those aging in place." It is important for older adults to have accessible transportation services in order for them to stay independent, especially for those outside of paratransit service area.

Multimodal Partnerships

ECHHO connects with the WSDOT ferry system in Port Townsend, Kingston and Bainbridge Island, delivering and picking up clients in coordination with the ferry schedules. ECHHO serves clients who live beyond the reach of the county's Dial-A-Ride and Jefferson Transit bus service, so overall, ECHHO assists by expanding and enhancing the public transportation services in Jefferson County.

Measurement of Project Success

ECHHO will measure success by increasing the number of clients served, and the number of rides, miles, and volunteer hours. We use a proprietary software program (Assisted Rides) to monitor and track this data. The steps taken to improve these metrics include advertising in local media: for example, ads in the Port Townsend Leader, the ECHHO Annual Report insert in the Leader on 9/11/24, and PSA's on the local radio station. ECHHO has a Board Members and promotional materials at many community functions like the Farmers Markets in Port Townsend and Chimacum, the County Community Picnic, the Connectivity Fair, the Veterans' Stand Down, Kiwanis Car Show, and the Port Ludlow Community Fair. We have made presentations at Rotary Clubs, Kiwanis, churches and other group meetings to increase awareness of ECHHO's program. The focus is always on how to become an ECHHO client or why you should become an ECHHO volunteer driver.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Jamestown Tribal Health Clinic Vehicle Replacement**

Organization Name: Jamestown S'Klallam Tribe

Contact Name: Andrew Shogren

Project Description

The project involves purchasing 7 vehicles for patient and supervisor transportation at Jamestown Healing and Family Health Clinics. These include 3 ADA-accessible vans, 1 van, and 3 SUVs - replacing aging vehicles and accommodating future growth. The new fleet will enhance accessibility and ensure reliable transport for patients and staff.

Project Funding Summary

Total Project Cost	$ 581,870
Grant Request	$ 552,775
Match Amount	$ 29,095

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ▪ Capital
  - ◉ Replacement
  - ○ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Jamestown Tribal Health Clinic Vehicle Replacement

Project Need

Jamestown Healing Clinic (JHC) provides daily transportation to 65-70 patients from Jefferson and Clallam Counties, with 20-25% living in Jefferson County, 35-40% in Sequim, and the remainder in Clallam County. Many patients live over 15 miles from JHC and rely on our transportation due to limited public transit options. Our longest route is 35 miles, covering remote areas like Quilcene and Hood Canal Bridge.

Patients who live farther from JHC tend to use our transportation more frequently. Data shows that these patients experience greater stability, fewer missed appointments, and more consistent treatment routines when they rely on JHC's transportation services.

Jamestown Family Health Clinic (JFHC) provides transportation services primarily to tribal citizens, ensuring they can access critical healthcare services, including out-of-area appointments like those in the Seattle Metro area. However, JFHC faces limitations in providing ADA-compliant transportation due to the lack of wheelchair-accessible vehicles in the current fleet. This project aims to replace outdated, non-ADA compliant vehicles and expand the fleet with ADA-accessible vans and SUVs to meet the growing demand, improve accessibility, and ensure patients receive consistent and reliable healthcare.

Special Needs Transportation

We provide transportation services for individuals who use wheelchairs or face mobility challenges. This project aims to expand our fleet's accessibility by increasing the number of ADA-compliant vehicles. By doing so, we will enhance our capacity to serve individuals with disabilities, particularly those who reside beyond the service area of our current ADA-compliant Electric Vehicle. Additionally, the vulnerable population served by the Jamestown Healing Clinic often includes those who are potentially homeless, low-income, chronically ill, or struggling with mental health issues. These challenges make it difficult for them to use fixed-route transit, drive, or arrange rideshare services. Furthermore, while some clients may own a vehicle, they are often unable to use it due to the cost of fuel, lack of insurance, or an expired driver's license. The JHC's current transportation services enable these vulnerable individuals to access essential medical services, including primary care, dental care, mental health counseling, substance use disorder counseling, and receive daily medications for opioid use disorder (MOUD). At JFHC, this project aims to replace outdated, non-ADA compliant vehicles and expand the fleet with ADA-accessible vans and SUVs to meet the growing demand, improve accessibility, and ensure patients receive consistent and reliable healthcare.

Benefits to Vulnerable Populations in Overburdened Communities

Our project aims to provide essential transportation for underserved and vulnerable patients in Jefferson and Clallam Counties, where public transit options are limited. Jamestown Healing Clinic (JHC) fills a critical gap by offering transportation services to patients who face significant barriers to accessing healthcare due to geographic isolation, socioeconomic challenges, and lack of reliable transportation. Many of the individuals served by JHC are at-risk populations, including those who are potentially homeless, low-income, chronically ill, or struggling with mental health issues.

Without our services, these patients would have little to no access to the healthcare they need.

In addition, Jamestown Family Health Clinic (JFHC) provides transportation primarily to tribal citizens, ensuring that they can access essential healthcare services. Our transportation network covers a wide geographic range, including JFHC facilities, other local offices, and out-of-area medical appointments, such as those in the Seattle Metro area. However, JFHC currently faces limitations in providing ADA-compliant transportation, as our existing fleet lacks wheelchair-accessible vehicles. This creates a significant barrier for patients with disabilities who need reliable and equitable access to healthcare services.

By addressing these transportation gaps, our project will improve healthcare access for underserved populations and enhance the overall effectiveness of care in our service area. Upgrading the fleet to include ADA-compliant vehicles will ensure that patients with disabilities receive the same level of care and access as others, further promoting health equity and positive health outcomes.

Coordination Efforts

This project is consistent with the Human Services Transportation Plan. It meets the following goals by serving a vulnerable population, is a target population and increases rural connectivity. It also addresses the strategies of increasing the operating frequency of existing services and continues to reduce travel cost as a barrier to accessing services.

Multimodal Partnerships

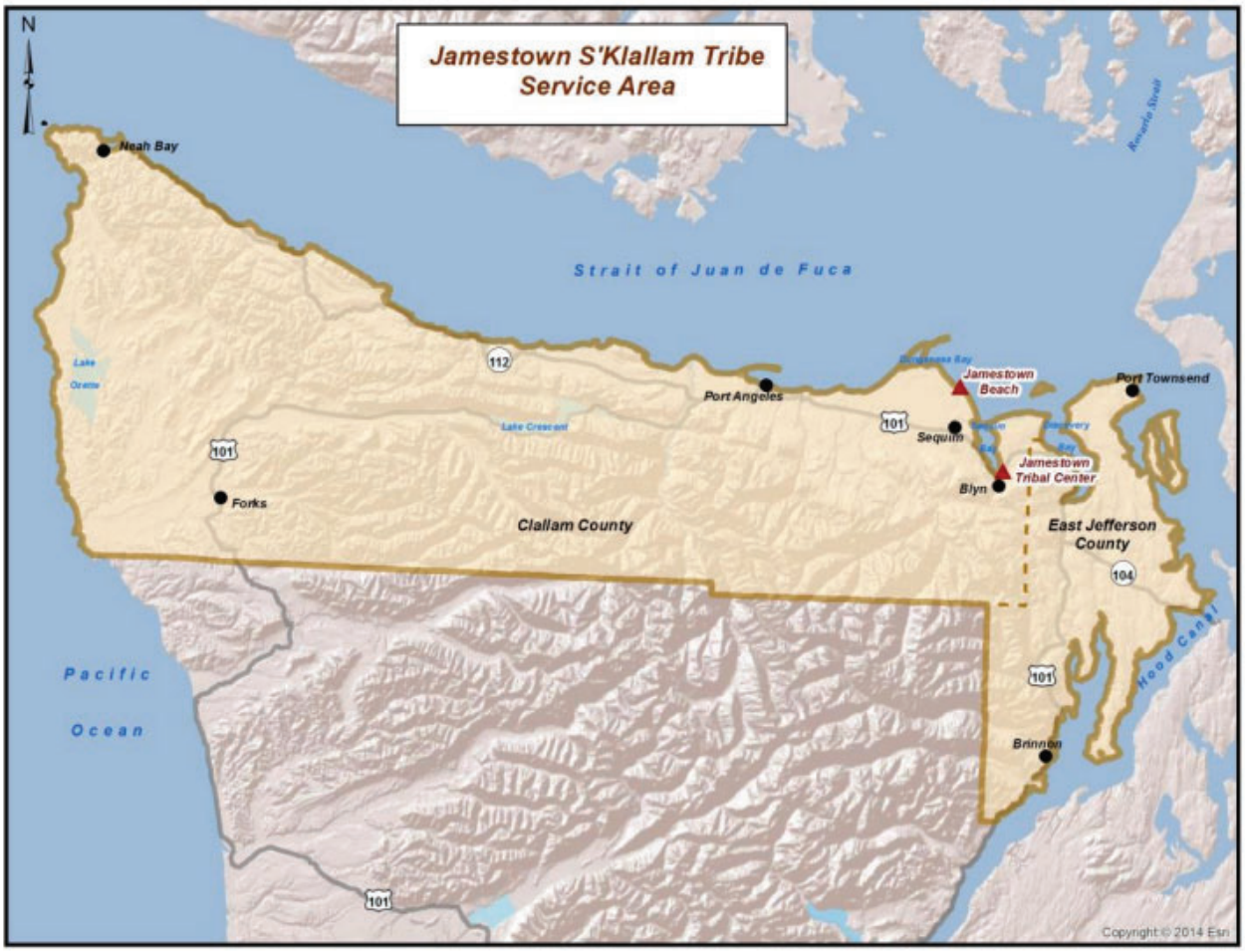
Our project provides essential transportation for underserved patients in Jefferson and Clallam Counties, where public transit options are limited. JHC's services fill a critical gap for patients who lack access to healthcare due to geographic isolation and transportation barriers. Public transit routes and schedules are not aligned with our patients' needs, especially those living more than 15 miles away or in Jefferson County.
At JFHC, we coordinate with local transit options for patients traveling to out-of-area medical appointments, such as in the Seattle Metro area. This collaboration extends access to crucial social services and specialized healthcare.
Introducing ADA-compliant vehicles into our fleet will greatly enhance transportation for patients with disabilities, who currently face challenges due to the lack of wheelchair-accessible vehicles. This promotes equitable healthcare access and strengthens our multimodal efforts.
Efficiencies gained from this project include fewer missed appointments, improved patient stability, and better care coordination. Replacing aging vehicles and expanding our fleet will provide more reliable, efficient transportation, ensuring consistent access to healthcare and improving community health outcomes.

Measurement of Project Success

Not applicable to vehicle projects.

Jamestown S'Klallam Tribe – Service Area

The Jamestown S'Klallam Tribal community is located on the northern portion of the Olympic Peninsula of Washington State, approximately 70 miles northwest of the city of Seattle. The Peninsula is a distinct and relatively isolated geographic region that is separated from Seattle by two bodies of water. Two counties, Clallam and Jefferson, comprise the bulk of the Olympic Peninsula. The Peninsula is bounded by the Pacific Ocean to the west, the Strait of Juan de Fuca to the north, by Hood Canal on the east and by the Olympic Mountain range to the south. A large part of the two counties is densely timbered wilderness or undeveloped areas characterized by rugged mountains, steep slopes and rain forests. Major towns in the area are the county seat in Port Angeles, Sequim and Port Townsend. Outside of the major towns, both Clallam and Jefferson counties are quite rural. The area known as "Jamestown" is not an incorporated village, nor does it have a commercial center. Two public bus lines serve Tribal facilities in Blyn which has helped make Blyn more accessible, however public transportation is extremely limited overall. Traveling from one end of the Service Area to another can take upwards of 5 hours by car, or a full day by public transportation.



Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Jefferson Transit Replacement Fixed-route Bus**

Organization Name: Jefferson Transit

Contact Name: Jayme Brooke

Project Description

Jefferson Transit needs to replace an aging diesel bus in its east county fixed-route fleet with a zero-emission battery electric bus.

Project Funding Summary

Total Project Cost	$ 1,000,000
Grant Request	$ 800,000
Match Amount	$ 200,000

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ▪ Capital
  - ◉ Replacement
  - ○ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Jefferson Transit Replacement Fixed-route Bus

Project Need

This project will address several needs in the CPT-HSTP. Access to medical facilities is a key need identified, and by continuing to replace aging vehicles in its fleet, JTA ensures that the public has a reliable way to get to appointments and treatments at the county's hospital and clinics.

The public also expressed concerns about aging vehicle fleets, so by replacing an aging, unreliable vehicle needing frequent repairs, with a new, zero-emission bus, JTA is directly addressing that concern.

Special Needs Transportation

Project is not specific to special needs transportation.

Benefits to Vulnerable Populations in Overburdened Communities

The Port Townsend area, which this bus will primarily serve, is currently ranked at a 7 out of 10 according to the Washington Department of Health Environmental Health Disparities map for Toxic Releases from Facilities. Any dent Jefferson Transit can make in reducing greenhouse gas emissions in this area would benefit a population that is, according to the above map, living in poverty, unemployed, and struggling with the high cost of maintaining private transportation.

Jefferson Transit Replacement Fixed-route Bus

Coordination Efforts

This project is identified on page 44 of the PRTPO Regional Transportation Improvement Program. Replacing this bus was identified as a need when the aging cutaway style bus reached its Useful Life Benchmark. Jefferson Transit coordinates with various neighboring agencies to ensure that out of county connections are made efficiently, so keeping a fleet of reliable buses is key to being a good partner. Residents of Jefferson county also rely on JTA to go to medical appointments, grocery stores, libraries, and places of employment. It is vital to maintain a fleet which ensures people can count on JTA to be a viable method of transportation.

Multimodal Partnerships

This project connects with Kitsap Transit in Poulsbo at the Viking Transfer Center, and in Kingston where the Fast Ferry utilizes the Washington State Ferry Dock. It also connects with Mason Transit in Triton Cove, Clallam Transit in Sequim, and the Washington State Ferries in Port Townsend and in Kingston. All Jefferson Transit vehicles are equipped with bike racks making multimodal connections easy and more accessible. Maintaining reliable service also means the residents of east Jefferson county are able to reach vital services such as grocery stores, medical appointments, and employment.

Measurement of Project Success

Not applicable to vehicle projects.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Jefferson Transit Replacement JTOC Buses**

Organization Name: Jefferson Transit

Contact Name: Jayme Brooke

Project Description

Jefferson Transit Authority needs to replace three aging buses in its Jefferson Transit Olympic Connection fleet. JTOC is a lifeline service to rural communities in West Jefferson County, who would be adversely affected should there not be sufficient vehicles to continue service.

Project Funding Summary

Total Project Cost	$ 555,219
Grant Request	$ 444,174
Match Amount	$ 111,045

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ☐ Capital
  - ◉ Replacement
  - ○ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Jefferson Transit Replacement JTOC Buses

Project Need

This project will address several needs expressed in the CPT-HSTP.
Service Reliability: JTA's fleet in west county is aging, with three out of the four vehicles at their Useful Life Benchmark. Breakdowns and maintenance issues become more frequent in older vehicles, leading to delays and service interruptions, which can be problematic in rural areas where no other public transportation exists.
Service Expansion: Replacing these aging vehicles can better facilitate service and/or operating hours expansion should the need arise in the future.
Accessibility: The proposed replacement vehicles will be low-floor vans rather than high-floor cutaways. With lower floors and a ramp rather than steps and a lift, accessibility is increased for everyone, not just the mobility impaired.

Special Needs Transportation

Project is not specific to special needs transportation.

Benefits to Vulnerable Populations in Overburdened Communities

This project will serve the residents of West Jefferson County, an area which is adversely affected by a large number of socioeconomic factors.

This area of the county has a much higher than average population of people without a high school education, living in poverty, paying extremely high transportation expenses, and suffering from unemployment. Jefferson Transit Olympic Connection is the only public transportation provider in the area, operating a route which connects Clallam Transit in Forks to Grays Harbor Transit in Amanda Park. This route serves the population on the Hoh Reservation. The ability to maintain service ensures that these socioeconomically disadvantaged people are able to do everyday tasks such as attend medical appointments, go grocery shopping, and reach employment.

Jefferson Transit Replacement JTOC Buses

Coordination Efforts

This project is identified on page 37 of the PRTPO Regional Transportation Improvement Program. Replacing these buses was identified as a need by the existing buses on the JTOC route reaching their Useful Life Benchmark. If this route were to be canceled for lack of vehicles, it would severely impact the residents of West Jefferson county and create a break in the Olympic Peninsula transit loop.

Multimodal Partnerships

This project connects with Clallam Transit in Forks, and Grays Harbor Transit in Amanda Park. It also allows recreational riders to reach destinations such as the Hoh Rainforest, Kalaloch Lodge, and Ruby Beach. All Jefferson Transit vehicles are equipped with bike racks. This project also allows residents of rural Jefferson county to reach vital services such as grocery stores, medical appointments, and employment.

Measurement of Project Success

Not applicable to vehicle projects.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Mobility Management: Connecting People with Health Care Services**

Organization Name: Lewis-Mason-Thurston Area Agencies on Aging

Contact Name: Kyle Sanchez

Project Description

Our project addresses medical appointment transportation accessibility barriers experienced by Lewis, Mason, and Thurston County older adults, and adults with disabilities, by creating and dispersing educational materials in multiple languages to health care service providers and emergency responders. We will share data annually with three RTPOs.

Project Funding Summary

Total Project Cost	$ 128,552
Grant Request	$ 122,124
Match Amount	$ 6,428

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ☐ Capital
  - ○ Replacement
  - ○ Expansion
- ☑ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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

Mobility Management: Connecting People with Health Care Services

Project Need

To develop our 2024-2027 Area Plan, we surveyed Lewis, Mason, and Thurston County older adults and adults with disabilities, discovering 23% of respondents reported a lack of knowledge on available transportation options as a barrier to using transportation services. PRTPO's CPT-HSTP identifies a "lack of knowledge about non-profit and private sector transportation services, how to schedule or coordinate rides, or get information on ride services or funding assistance" as an accessibility barrier. They also state, "many specialized medical and veterans' services require travel to Seattle or Tacoma area facilities, often via ferry." TRPC's CPT-HSTP states, "Often general social service providers do not have information on transportation options, assuming Intercity Transit's fare-free system will meet all client transportation needs." CWCOG's CPT-HSTP identifies "a need [in Lewis County] to get senior citizens from smaller cities to medical appointments in Centralia/Chehalis, Longview, and the Olympia area." Our project will address these problems by creating, dispersing multi-lingual educational materials to health care service providers, and emergency responders, using the existing infrastructure of our Aging and Disability Resource Connection program, as these front-line workers frequently interact with older adults and adults with disabilities who need help identifying how to reach necessary health care services. See supplemental info section for details.

Special Needs Transportation

Our project advances accessibility to, and coordination of, transportation services provided to persons with special transportation needs who have physical or mental disabilities or who are unable to transport themselves due to age. Our target audience for material disbursement is health care service providers and emergency responders, as these front-line workers frequently interact with older adults and adults with disabilities who need help identifying how to reach necessary health care services, as well as interact with family members providing support. Our project advances accessibility by addressing front-line worker's transportation knowledge gaps in the form of educational materials designed specifically for front-line workers and designed specifically for older adults and adults with disabilities. Our communications manager is well versed 3 of 11 on what font size, type, spacing, and layouts are most legible for older adults and adults with low vision. We will leverage our agency's expertise in navigating difficult conversations around aging to create materials for front-line workers focused on tips for introducing transportation services to older adults who are newly no longer able to drive. We will leverage our agency's Family Caregiver Support Teams' expertise to include materials service providers can share with family members navigating special transportation needs for their loved ones. Our project advances coordination by including information on transportation options as well as how to connect with Intercity Transit's (serving Thurston County), Mason Transit's (serving Mason County), and Cowlitz-Wahkiakum Council of Governments' (serving Lewis County) travel training programs. We will create a paper resource guide specific to transportation that includes resources for transferring between systems to address issues with Complex Trip Making and materials will be accessible in English in Spanish with an option to add other languages where we identify a need.

Benefits to Vulnerable Populations in Overburdened Communities

LMTAAA has an office in Mason County's City of Shelton and will be executing our project in this community and throughout Mason County. According to Washington Tracking Network's Environmental Health Disparities map, Shelton ranks a 10 in the following areas: No Access to a Private Vehicle, population 65+ Living Alone, Population with a Disability, and Population Living in Poverty. Shelton ranks an 8 for Primary Language other than English. We also have an office in Lewis County's City of Chehalis and will be executing our project in this community and throughout Lewis County. Chehalis ranks a 9 in No Access to a Private Vehicle and Population 65+ Living Alone, an 8 for Population with a Disability, a 7 for Primary Language other than English, and a 5 for Population living in Poverty. Neighboring Centralia ranks a 9 for Population living in Poverty and Population living with a Disability, a 10 for Population 65+ Living Alone, and a 6 for Primary Language other than English. We have a third office in Thurston County's City of Olympia and will be executing our project in this community and throughout Thurston County. 9 of 11 Olympia ranks a 10 in No Access to a Private Vehicle and Population 65+ Living Alone. They rank a 9 in Population with a Disability and Population Living in Poverty. Our project will benefit these vulnerable populations in overburdened communities by conducting targeted outreach to healthcare providers and first responders in order to reach those most in need of assistance learning what transportation services are available to reach healthcare appointments, including eligibility requirements and how to reach their local travel training programs for more hands-on support. We will share transportation data specific to older adults and adults with disabilities annually to assist the three RTPOs in identifying unmet needs for these vulnerable populations.

Coordination Efforts

Our project is consistent with Peninsula RTPO's (PRTPO) CPT-HSTP. We have provided a letter stating our project will be amended into their CPTHSTP in December. We will disperse educational materials targeted to those who provide services to seniors and adults with disabilities. This addresses the prioritized strategy to Increase Public Awareness of Available Transportation Resources, which includes, "Educate human services providers to increase their awareness of travel options available to their clients" (p.34).Produced materials will reduce uncertainty and confusion about mobility services and be designed for seniors and adults with disabilities, meeting another activity under this prioritized strategy: "Target outreach to seniors, people with disabilities, and people with low-come about the array of long-distance, "one-seat" travel options currently available" (p.34).Our project addresses a 2nd prioritized strategy, Increase Cooperation and Coordination Among Transportation Providers, which includes, "Expand opportunities for communication between transportation service providers and referral agencies" (p.34). We will create a paper resource guide specific to transportation that includes how to reach each county's respective Travel Training program. Input from PRTPO staff helped to define the problem. Staff shared what has been learned regarding what it takes for health care providers to know what services are available to transport patients to and from needed services. We connected with CWCOG and TRPC on this project after reviewing their CPT-HSTPs. We found alignment in CWGOG's, "There is a need [in Lewis County] to get senior citizens from smaller cities to medical appointments in Centralia/Chehalis, Longview, and the Olympia area" (p.7-8), and in TRPC's, "Often general social service providers do not have information on transportation options, assuming that Intercity Transit's fare-free system will meet all client transportation needs" (p.23).

Multimodal Partnerships

Our project expands opportunities for communication between transportation service providers and referral agencies, aligning with PRTP's CPTHSTP, by leveraging our existing ADRC program's infrastructure to prioritize health care organization and fire department outreach. Our project's educational materials will increase human service providers' awareness of travel options available to clients who use public transportation to reach necessary medical appointments and social services, including clients who cross county lines to receive services. Materials will include how to connect with the Lewis, Mason, and Thurston County travel training programs. We will leverage our agency's 49 years' experience navigating difficult aging conversations to create materials that include tips for introducing transportation services to older adults newly no longer driving. We will leverage our agency's Family Caregiver Support Team's expertise to include materials service providers can share with family members navigating special transportation needs for their loved ones. Efficiencies gained within PRTPO, TRPC, and CWCOG's respective service areas because of this project include increased data on the transportation needs, and gaps, experienced by older adults and adults with disabilities in Lewis, Mason, and Thurston Counties, as our project also includes refining our transportation data collection methods to capture more detail on this population's unmet needs with results shared annually.

Measurement of Project Success

[truncated] Will measure success through surveys w/ open ended questions & data collected by 4 ADRC specialists. Will track following data by county quarterly: # transportation info & assistance calls received, # educational materials dispersed to health care service providers/emergency responders, # outreach events including educational materials. Measures include # referrals ADRC team makes to applicable travel training programs, # times health care service providers & emergency responders request restock of provided educational materials, & number of educational materials dispersed at outreach events. ADRC specialists will document caller & outreach data tracking date of contact, caller name, caller's county, referrals made, & follow ups. Database also tracks outreach event name & location. ADRC specialists will categorize calls/outreach in database as: "Transportation" and subcategorize call as "Medical Transport." ADRC specialists will track ongoing requests to restock educational materials. ADRC supervisor will create quality assurance process including running monthly reports. ADRC Specialists will survey providers during Q4 & Q8 to assess what positive outcomes for their clients. If not meeting identified performance targets, implementing project improvement plan including assessing add'l staff training & key performance indicators for trends, potential areas of concern. Monthly reports may be increased to bi-weekly & outreach modified to address identified deficits. Staff will consult with relevant subject matter experts to evaluate challenges and develop effective solutions. [See full WSDOT application online for complete text]

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Sustain Mason County Dial A Ride Service**

Organization Name: Mason Transit

Contact Name: Amy Asher

Project Description

Sustain operating assistance for Mason Transit Authority's county-wide general dial-a-ride service available to all citizens within Mason County.

Project Funding Summary

Total Project Cost	$ 3,303,330
Grant Request	$ 2,312,331
Match Amount	$ 990,999

WSDOT has different match requirements for different kinds of projects.

Type of Project

- [x] Operating
  - (•) 2 yr ( ) 4 yr
- [ ] Capital
  - ( ) Replacement
  - ( ) Expansion
- [ ] Mobility Management
- [ ] Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

Maintain Existing Transportation Services

- [ ] Maintain and replace vehicles
- [ ] Maintain infrastructure and facilities
- [x] 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

Sustain Mason County Dial A Ride Service

Project Need

Mason Transit Authority has been providing demand response dial-a-ride to all citizens within Mason County for over 30 years. This service is crucial in providing transportation connections to those who are unable to used fixed route for whatever reason. This service meets the needs identified in the Peninsula Regional Transportation Planning Organizations Human Services Transportation Plan, which received input from service agencies and citizens throughout the region. Accessibility barriers and transportation service constraints identified in the planning process, including the inability to get to or from the nearest transit service is largely solved with this door-to-door dial-a-ride service as this particular service is not constrained by the traditional ¾ mile boundary from fixed routes. There are no eligibility constraints to access the service, which was also identified as a barrier. MTA serves those with special needs, seniors, low income, and the general public to connect them to services essential for daily living such as grocery shopping, access to healthcare and education centers, and jobs. MTA travels throughout the entire county, including through an extensive network of private and unpaved roads. The citizens of the county value having transportation options regardless of proximity to major road networks where fixed routes are often available. This dial-a-ride service connects them to that fixed route network, when available, or directly to their destination.

Special Needs Transportation

Safe, reliable transportation for those with special needs, the elderly, economically disadvantaged and transit dependent riders who rely on MTA is a value to the agency and our region. Barriers identified in the Coordinated Human Services Planning process are remedied with this project by eliminating eligibility requirements, reducing service boundary constraints, and connecting passengers to existing fixed route services that travel throughout Mason County with connections to neighboring providers. This project maintains the advances in the efficiency and accessibility of special needs transportation services in Mason County. According to the 2020 American Community Survey, 18% of residents of Mason County have a disability, with the majority of those experiencing ambulatory disabilities. The region (Clallam, Jefferson, Kitsap and Mason) is 15%. This continued dial-a-ride service maintains an ADA accessible transportation service to even the more remote areas of the county, which allows residents to remain in their home longer, encourages access to healthcare, and allows for greater community connections. MTA's expansion of the use of technology that allows passengers to directly schedule their own rides via an online app, further encourages independence and the freedom to travel without restrictions.

Benefits to Vulnerable Populations in Overburdened Communities

According to the US Environmental Protection Agency, transportation accounts for nearly 30% of greenhouse gas emissions in the US, with more than 25% coming from medium and heavy-duty vehicles. Providing mass transit options and inclusion of newer lower emission vehicles will help MTA reduce these harmful emissions resulting in cleaner air and healthier communities. Deployment of these vehicles and service in communities like Shelton and the Skokomish Reservation that experience greater health disparities can help address public health inequities. Mason County has multiple census tracts with communities identified as disadvantaged and areas of persistent poverty or experiencing health disparities. These tracts also include communities with greater health burdens and economic disadvantages shown on the EJ screening tool map. The census tract including the Skokomish Indian Reservation is identified as disadvantaged in three categories; climate change, health burdens, and workforce development. The tract includes high percentages of those with asthma (97th percentile) and heart disease (92nd percentile) and is identified as a low-income area. MTA serves these communities as they are most dependent on our free transit service to access their daily needs. Many of MTA's riders are from lower-income households with zero or one vehicles and rely on MTA to access employment as found in MTA?s 2018 Comprehensive Service Analysis. MTA provided over 695,000 vehicle revenue hours to our community in 2021. Funding this project will position MTA to offer services that encourage shared rides that will have a direct impact on the health of all community members in Mason County by reducing the amount of harmful greenhouse gases it emits.

Coordination Efforts

This continuing operating project is supported in several local and regional planning documents. MTA has a long history of partnership development, community support, and active coordination on planning and project implementation. Mason Transit Authority is part of the Peninsula Regional Transportation Planning Organization (PRTPO) and support for this project is included in both their long-range plan and the Coordinated Human Services Transportation Plan. The PRTPO's Regional Transportation Plan 2040, lists barrier free transportation and public transportation as two of their goals to ensure the citizens of the region have access to transportation alternatives other than the car. They identify investment in the travel needs of youth; elders; people with disabilities, literacy or language barriers and low income needs as a goal (PRTPO 2040 Goals Page 9). Public transportation goals clearly identify the support of maintaining and enhancing transit service, including rural areas, rather than reducing service in periods of financial challenge (PRTPO 2040 Goals Page 14). MTA's sustained dial-a-ride operating project is also consistent with the Coordinated Public Transit - Human Services Transportation Plan. Page 33 of this plan specifies the need to maintain existing transportation services. (PRTPO CPTHSTP). Maintaining a service that will connect citizens to services and activities for daily living is a value to Mason County citizens and the planning region.
This continuing operating project is also supported by the County Comprehensive plan, Mason County Plan 2036, section 3.6 which calls for encouragement of multi-modal transportation alternatives by providing bikeways, sidewalks, trails, public transit, etc., as appropriate to location and terrain, especially in Urban Growth Areas, and accommodating the young, aging and disabled. (Mason County plan 2036 P. 12).

Multimodal Partnerships

Mason Transit's sustained operating dial-a-ride project will provide a last mile connection to fixed route services that connect to neighboring counties. Mason Transit's tagline "You can get to anywhere from here!" holds true as the fixed route services travel in every direction with connections to neighboring transit, train, ferry, and intercity bus services. MTA connects with Jefferson Transit to the North, Kitsap Transit to the east - allowing connections to the Washington State Ferry System, Intercity Transit to the south with connections to Amtrak and Greyhound, and Grays Harbor Transit to the west. The fixed route services also connect with five large park and rides with the county. Mason County residents rely upon medical, educational and employment opportunities offered in our neighboring counties that have higher population densities. MTA's fixed route services allow a connection to those necessary services while enjoying a lower cost of living in a rural area. All of MTA's Dial A Ride vehicles come equipped with a bike rack to allow for additional modal connectivity.

Measurement of Project Success

MTA will measure the project's success and effectiveness by evaluating records that can be obtained through our mobile data terminals and dispatching software, Ecolane. Ridership for this particular service has surpassed 2019 levels already, largely due to the flexibility that new dispatching software has connected riders to transportation services. We monitor use of the app and can also measure rides scheduled by dispatchers. Mobile data terminals collect passenger pick up and drop off times, miles traveled, and travel times per vehicle and per hour. This technology, which has been in use for the past year, will allow us to monitor program use and discover efficiencies. As we see ridership demand patterns emerge, we may begin offering more fixed route services in its place.

Peninsula RTPO
2024 Consolidated Grants Project

Project Name: **Suquamish Elder Electric Passenger Van Project**

Organization Name: Suquamish Tribe

Contact Name: Annie Smaus

Project Description

The Suquamish Tribe intends to expand the Elder's Program transportation by purchasing two electric 14 passenger vans for the program. These vehicles would allow for safe and efficient transportation in and out of Kitsap County for the Suquamish elders, about 100, to doctor appointments, activities, events, exercise classes, etc.

Project Funding Summary

Total Project Cost	$ 160,000
Grant Request	$ 152,000
Match Amount	$ 8,000

WSDOT has different match requirements for different kinds of projects.

Type of Project

- ☐ Operating
  - ○ 2 yr ○ 4 yr
- ▪ Capital
  - ○ Replacement
  - ◉ Expansion
- ☐ Mobility Management
- ☐ Planning

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

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 Need

The Elders Program goals are that 1. Human Services (HS) transportation is accessible and helps people get where they need to go- unmet need, accessibility; 2. Elders feel safe using HS transportation- unmet need, safety; 3. HS transportation is easy to use- unmet need, ease of use. HS uses 2 vans for the Elder Program, an 8-passenger Kia and a Nissan NV 2500 for wheelchair accessibility. The Kia minivan is most frequently used. The Kia doesn't meet the general ADA regulations regarding doors, steps, thresholds, handrails, stanchions, lighting, adequate seating space, and nonslip flooring. The minivan's ability to meet these requirements leaves our elders vulnerable to injury, discomfort, and requires the driver to make multiple trips or limit service entirely. The Program Manager reports that some elders don't use the service because it is hard for them to get in and out of the van. Actual passenger trips exceeded budgeted passenger trips by almost 30% from 7/1/23-6/30/24. HS acknowledges that the demand for transportation outweighs capacity. We need larger vehicles to transport a higher volume of elders and additional vehicles to provide service. The Kia will remain as a vehicle used for individual appointments. Sometimes HS has to rent a van for larger groups. Renting outside transportation decreases funding for critical services and these vehicles are not always accessible for the more general ADA regulations described above.

Special Needs Transportation

Expanding the existing transportation of the Elder's Program will increase the efficiency of transporting the elderly served. The Elder's program serves 100 tribal elders out of the 141 elders who live in Suquamish and the existing vehicle used for transporting is used 5 days a week and occasionally on weekends and evenings. All elders who utilize the services of the program have mobility issues and one to two elderly people require wheelchairs. These issues will be addressed in the new vehicles by having slip resistant surfaces, horizontal and vertical handrails, additional step support, as well as illuminated stepwells and doorways. These additions will ensure the safety of elderly people when entering and exiting the vehicle. The Elder's program provides transportation to various individual activities and community events, to conduct home visits, to exercise at the Tribal fitness center, to pick up medications, attend foot care, medical, dental and vision appointments. The Elder's program also works with the health care providers at the Suquamish Tribe's Health Clinic to coordinate transportation of elderly people to necessary appointments.

Benefits to Vulnerable Populations in Overburdened Communities

This project has direct and meaningful benefits for the Suquamish people and elders specifically as it is based off of a need identified by the vulnerable members of the Suquamish community. By purchasing electric passenger vans the Tribe will be able to lower the environmental burden compared to their previous gas fueled vehicle used to transport the elderly. Purchasing two additional vehicles for the Elder's program will meet a community need for transportation for the tribal elder population. This need was identified by the Elder's program manager who has daily contact with elders. The Suquamish reservation land is approximately 7,657 acres and is allocated into two parcels. The first parcel is in Suquamish and the second is in Indianola which is about 6.5 miles northeast of the main Suquamish parcel. The Suquamish reservation is checkerboard meaning that about 57 percent of the reservation is owned by Suquamish Tribal Government and Tribal families and the rest is owned by individuals not affiliated with the Suquamish Tribe. The Suquamish Tribe has 1,388 enrolled tribal members and counting. The Suquamish Tribe offers many low income programs for tribal members such as HUD housing program, fair market rental program, Low-Income Household Energy and Water assistance programs, STOWW voucher program, and assistance on site to apply for SNAP/TANF benefits. This project will assist an overburdened community in meeting state CCA requirements. These would be the first EV's the Tribe would purchase for our Administrative fleet and we are enthusiastic about the role they would play in education/outreach to the elder community about EV and the state's future climate goals.

Coordination Efforts

The transportation of Tribal Elders is not directly included in regional plans. The 2022 Peninsula Regional HSTP addresses that there are several gaps (listed above) that are made more difficult by those with mobility issues or special needs. The Tribe's prioritized strategies are found in the 2022 Washington Statewide Human Services Transportation Plan and align with Suquamish's transportation objectives. These goals are 1. HS transportation is safe and gets elders where they need to go; 2. Elders feel safe using the provided transportation; 3. HS transportation is easy to use. Safe, reliable and accessible transportation will be provided by expanding the fleet to include general ADA compliant 14 passenger vans. Human Services will schedule transportation verbally, via text or email and provide door to door transportation. The Tribe's other goals are climate related and found in our 2023 Priority Climate Action Plan (PCAP). Using clean energy vehicles will reduce the tribe's greenhouse gas emissions. The issue with Elder's program transportation was raised by the Elder's Program Manager who receives regular feedback from elders in general and the Elders Council specifically. The Executive Director of the Suquamish Tribe also concluded that the current transportation methods needed to be improved for the Elder's program. The need for clean energy vehicles was determine by the PCAP, the Tribes Executive Director and the Tribal Council. There are no alternatives for solving the problem. The Tribe would like to protect the health and well-being of Suquamish elders, reduce greenhouse gases, and comply with the state's climate goals. Two electric vans would be the best solution to the problem as Countywide transportation has barriers to successful use as identified by gaps addressed above. The project will be managed by the Suquamish Tribe as a sovereign nation.

Multimodal Partnerships

Our service area is a limited area of more intensive rural development. There is a single county bus that travels through the main artery of Suquamish. Suquamish is an artery for the over 6 million visitors to the Olympic Peninsula each year. Excessive traffic and limited shoulders limit pedestrian safety and prevent walkability on the reservation. Because there are no shoulders, there are no bike lanes making cycling similarly unsafe. Because of limited pedestrian safety, lack of aviation, and rail access, this project cannot coordinate, leverage, or enhance other modes of transportation in our service area. Multimodal partnerships improving or enhancing social services are not applicable to this project. The new van will transport elders safely to social services. Efficiencies include: increased passenger capacity, more room for increased mobility when entering and exiting the vehicle, running boards and grab handles for improved support, a reduction in fuel and maintenance costs, improved air quality, improved health outcomes, lower carbon footprint, quieter operation, community resilience in the form of backup power in the event of an emergency and increased transportation for the elder community in the wake of a community-wide evacuation protocol.

Measurement of Project Success

Not applicable to vehicle projects.

ATTACHMENT E

ACTION ITEM

To: PRTPO Executive Board
From: Thera Black, PRTPO Coordinator
Date: December 13, 2024
Subject: **Amend Consolidated Grants Projects into Human Services Transportation Plan**

REQUESTED ACTION:

Approve Resolution 05-2024 amending the Human Services Transportation Plan to include twelve Consolidated Grant projects as recommended to WSDOT.

Background

In October 2022 PRTPO adopted an updated Human Services Transportation Plan (HSTP). The HSTP is a long-standing regional plan focused on the mobility needs of people who do not drive due to age, disability, or income. It is updated regularly, about every four years, to ensure it reflects the most current understanding of the mobility needs and strategies of these most vulnerable populations across the region.

Every two years, WSDOT conducts a statewide Consolidated Grant process intended to fund projects that support regional Human Services Transportation Plans across the state. This includes projects from public transit agencies, tribes, and non-profit service providers. To support its effort, WSDOT engages Regional Transportation Planning Organizations like PRTPO to help evaluate proposals it receives for consistency with regional HSTPs and to rank project proposals. Consistency with the HSTP and regional ranking is an important factor in WSDOT's own prioritization and funding recommendation process.

Because the HSTP is updated on a different schedule than WSDOT's Consolidated Grant process, PRTPO underscores project consistency with the HSTP by amending into it those projects it evaluates and ranks. This helps to demonstrate the direct relationship between needs and strategies identified in the HSTP with the specific projects that agencies, tribes, and non-profit organizations propose to WSDOT for funding. In this way PRTPO accommodates WSDOT's need to directly link local projects with the regional strategic plan, satisfying a federal FTA requirement for WSDOT and some grant recipients.

This 2024 amendment will add the twelve projects PRTPO reviewed and ranked for Consolidated Grants into the Human Services Transportation Plan. This amendment will replace the 2022 Consolidated Grant projects in Appendix D with the proposed 2024 projects.

Public notice of the proposed HSTP amendment was posted on December 4th. No comments have been received to date. Comments received as of December 18th will be provided verbally to the Board.

Attachments

- *Resolution 05-2024 Amending PRTPO Human Services Transportation Plan*

For More Information:
Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 05-2024

Amending PRTPO's Human Services Transportation Plan

Recitals

WHEREAS, the Peninsula Regional Transportation Planning Organization (PRTPO) is the designated Regional Transportation Planning Organization (RTPO) for the Peninsula region and is in good standing with the Washington State Department of Transportation (WSDOT) in its agreements and certifications; and

WHEREAS, PRTPO adopted in October 2022 its updated Human Services Transportation Plan (HSTP) that identifies strategies to meet the mobility needs of people who do not drive due to age, disability, or income; and

WHEREAS, local agency, tribal, and non-profit organization project proposals that support HSTP strategies are being considered for statewide Consolidated Grants funding by the Washington State Department of Transportation (WSDOT); and

WHEREAS, it is necessary for projects to be included in an adopted Human Services Transportation Plan as a condition of Consolidated Grants funding eligibility; and

WHEREAS, PRTPO has conducted an evaluation and ranking of the twelve project proposals WSDOT received from across the Peninsula Region and found them to be consistent with the HSTP and supportive of its strategies, and meriting funding support from WSDOT; and

WHEREAS, PRTPO invited public comments on its proposal to amend these projects into the HSTP.

NOW, THEREFORE, BE IT RESOLVED BY THE EXECUTIVE BOARD OF THE PENINSULA REGIONAL TRANSPORTATION PLANNING ORGANIZATION:

THAT the Peninsula RTPO Human Services Transportation Plan be amended to include the twelve projects PRTPO has ranked and recommended to WSDOT for Consolidated Grants funding.

APPROVED, this 20th day of December, 2024.

ATTEST:

_____

Lindsey Schromen-Wawrin, Chair

ATTEST:

_____

Ben Thomas, Vice-Chair

DRAFT

ATTACHMENT F

DISCUSSION ITEM

To: PRTPO Executive Board
From: Thera Black, PRTPO Coordinator
Date: December 13, 2024
Subject: **RTPO Base Funding – Status Update**

REQUESTED ACTION

No action is requested. This is a status update on the RTPO funding issue and associated activities.

OVERVIEW

In late October several PRTPO Board members met with board members and staff from other RTPOs to share information and strategize on next steps. In attendance from PRTPO was Lindsey, John, and Randy. Next steps identified by the group are underway.

- A meeting with Representative Fey and Senator Liias, Chairs of the House and Senate Transportation Committees, respectively, will be scheduled. It will be, at best, 15 minutes. The specific ask and any talking points need to be concise and targeted. While many may attend, it will be best for the message to be delivered by an elected official from an RTPO board. Lindsey was generally seen as the logical person to do this, with presence from other RTPOs.
- To support that effort and other outreach and educational efforts, a one-page summary of essential points is needed so that RTPO representatives across the state can make their own cases while reiterating the same points. A copy of the current version of that is attached. ***This can be useful to members and other allies looking for sound bites to voice their support for this effort through other channels. Comments at this time are helpful.***
- Budget details are being developed. Research into the current RTPO budget structure and the specific revenue and program codes needed for a budget proviso has been a team effort between PRTPO and IRTPO. We are getting clarification of our understanding to verify it is accurate and how it is described, but we believe the attached summary includes the essential details in the final point.
- PRTPO's own *2025 Transportation Outlook* and its resolution on the RTPO funding increase has been shared with the region's legislative delegation and posted online. The resolution was included with a letter from the chairs of the statewide planning group that went out to the House and Senate Transportation Committee chairs, among others.
- A meeting was held with Secretary Millar, who understands the need and supports this effort, though his tenure is limited. The statewide planning group letter was sent to other legislative leaders, the Transportation Commission, and the city and county associations. The Transportation Commission took this funding issue up on behalf of RTPOs in its Annual Report to the Legislature, coming out shortly.

Members from other RTPOs acknowledged the leadership role the PRTPO Executive Board stepped into with its policy maker analysis, efforts to build relations with other RTPOs, and moving this matter forward in a constructive way.

Attachment
RTPO Funding-Talking Points (Dec2024)

For More Information:
Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

State RTPO Funding Increase [20 Dec 2024]

REQUESTED LEGISLATIVE ACTION:
Increase base funding for Regional Transportation Planning Organization (RTPO) activities to $11.7 million per biennium, an increase of $6.8 million, sufficient for every RTPO to fund at least one staff position to maintain the basic legislated responsibilities for coordinated long-range regional transportation planning established in RCW 47.80.

What is the problem? The Legislature is appropriating nearly the same for RTPOs today as in 2004. The $4.9 million currently appropriated for regional planning supports anywhere from 0.2 to 0.5 FTEs in RTPOs across the state. But it takes at least an FTE to maintain basic responsibilities of any RTPO in accordance with legislative intent. RTPO representatives from member agencies need staff to:

- ☐ **Convene** all transportation agencies – cities, counties, tribes, transit agencies, ports, WSDOT, others - to develop and maintain coordinated long-range plans, policies, and programs
- ☐ **Participate** in WSDOT and local planning processes and ensure regionally coordinated perspectives are in alignment with state and local transportation and Comprehensive Plans
- ☐ **Provide** input to WSDOT, FMSIB, and others who regularly request RTPO data and policymaker perspectives on transportation funding priorities and policy matters
- ☐ **Facilitate** the distribution of information to and collection of input from RTPO members regarding various WSDOT processes and those of a growing number of transportation stakeholders
- ☐ **Support** Executive Board and Technical Advisory Committee meetings and handle administrative, public notice, reporting, communications, and compliance requirements of the RTPO

Rural regions are particularly impacted by the RTPO funding deficit since they don't get federal planning funds like urban regions do and rely on miniscule budgets to carry out their respective work programs.

What is the effect of this? RTPOs can't afford to be at the table when statewide plans are developed or participate with members in local planning processes. RTPO members don't get regional support with data or information requests, and there is less interagency exchange of information and ideas. Community engagement is fading to perfunctory requirements. Monthly meetings in many regions have given way to bi-monthly or even quarterly meetings, limiting valuable opportunities for interagency collaboration and timely input to state agency requests. Reducing opportunities for interagency cooperation and collaboration undermines regional resilience, when 21st century challenges demand greater resilience.

What is needed? Base RTPO funding should be increased to at least $11.7 million per biennium so that RTPOs in every corner of the state can afford to do core planning activities, not just urban regions. This level of funding will ensure all 17 RTPOs receive at least $400,000 per biennium to support basic RTPO planning activities and overhead costs, with some receiving much more due to their size or complexity.

How can this be addressed? Appropriate $6,800,000 from the Motor Vehicle Account-State solely for Regional Transportation Planning Organizations. The Department shall allocate the funds to seventeen RTPOs equally, ensuring each receives $400,000 per biennium from this appropriation; this is in addition to weighted distributions received from the original T1-RTPO Funding totaling $4,900,000. This increase will bring total statewide RTPO funding per biennium to $11,700,000 for seventeen regional organizations.

PRTPO 2025 MEETING SCHEDULES

PRTPO.org

EXECUTIVE BOARD 2025 Meeting Schedule

February 21
April 18
June 20
August 15
October 17
December 19

The Executive Board meets on the 3rd Friday of alternating months from 10:00 – 12:00, beginning in February

TECHNICAL ADVISORY COMMITTEE 2025 Meeting Schedule

January 16
March 20
May 15
July 17
September 18
November 20

The TAC meets on the 3rd Thursday of alternating months from 10:00 – 12:00, beginning in January

The PRTPO Executive Board and TAC meet virtually via Zoom. The public is invited to listen or watch those meetings remotely. Pursuant to the Open Public Meetings Act, Kitsap Transit's Conference Room at 60 Washington Avenue #200, Bremerton, will also be available for in-person public attendance to watch Executive Board meetings via Zoom.

Agenda packets are sent out one week before Board and TAC meetings, at which time they are also available for download from the Meetings page of the PRTPO website.

Broadening our communication outreach.

Do you know someone who would benefit from occasional updates on PRTPO activities? Let us know. Several members have identified staff and other colleagues to receive updates when we send out information. If you want us to add someone to PRTPO's general information list, please send us a name and email address. They will receive the Executive Board and the TAC agenda packets without calendar appointments, as well as other periodic updates or opportunities.

Your PRTPO Coordinators:

Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

Edward Coviello | 360.824.4919 | EdwardC@KitsapTransit.com

INFORMATION ITEM

To: PRTPO Executive Board
From: Thera Black, PRTPO Coordinator
Date: December 13, 2024
Subject: **PRTPO Letters of Support Tendered Since Last Board Meeting**

PRTPO regularly provides letters of support to members applying for state or federal grants in accordance with its Letter of Support policy.

Copies of all letters administratively issued since the Board's last meeting are attached.

Please contact me with any questions about how or why to request a letter of support from PRTPO for a member project.

Attached Letters:

- *Jefferson Transit – WSDOT Transit Coordination Grant – "Strait Shot/Kingston Express Connection Site Plan"*
- *Jefferson Transit – WSDOT Bus and Bus Facilities Grant - Replace Paratransit Van with Zero Emission Vehicle*

For More Information:
Thera Black | 360.878.0353 | TheraB@PeninsulaRTPO.org

November 1, 2024

Nicole Gauthier, General Manager
Jefferson Transit Authority
63 4 Corners Road
Port Townsend, WA 98368

Re: Transit Coordination Grant for "Strait Shot/Kingston Express Connection Site Plan"

Dear Nicole,

Peninsula RTPO supports the efforts of Jefferson Transit, in collaboration with Clallam Transit and Jefferson County, in obtaining a Transit Coordination Grant to develop a site plan for a new transfer hub at the Olympic Peninsula Gateway Visitor Center in Port Ludlow. The proposed ***Strait Shot/Kingston Express Connection Site Plan*** is a wonderful example of the power of partnerships to grow regional transit options in a highly rural region such as this.

The *Strait Shot* and the *Kingston Express* both provide important regional connections between the North Olympic Peninsula and the Bainbridge and Kingston ferry terminals, respectively. Ferries are a critical part of the regional transportation system. Residents in a highly rural region such as this regularly rely on services or other opportunities not available in the Peninsula Region. *Kingston Express* and *Strait Shot* support efficient walk-on passenger ferry service. Your proposed collaboration project will take these regional connections to a new level.

This project will result in a shovel-ready site plan for a safe and accessible transit transfer hub enabling timed service connections between these two regional express routes at the existing Olympic Peninsula Gateway Visitor Center. This efficient location affords tremendous opportunities for better meeting the mobility needs of residents as well as expanding opportunities to attract more transit-oriented tourism to the North Olympic Peninsula.

Today there is simply no safe place to facilitate efficient connections between these two routes. Your proposed project lays the essential groundwork to enable this connection. This will create new opportunities to enhance reliable service, reduce travel times, and provide the kind of seamless transfer experience that encourages greater transit ridership among residents and visitors alike. ADA design considerations will ensure people of all ages and abilities can access and transfer between these two routes safely, comfortably, and conveniently.

Your project is fully consistent with PRTPO's Regional Transportation Plan. Know that PRTPO will expedite amendment of this project into the STIP upon notice of funding award.

On behalf of the Peninsula Regional Transportation Planning Organization, I wish your partnership success in this important funding pursuit.

Respectfully,

Lindsey Schromen-Wawrin, PRTPO Chair
City of Port Angeles

November 1, 2024

Nicole Gauthier, General Manager
Jefferson Transit Authority
63 4 Corners Road
Port Townsend, WA 98368

Re: Proposal to Replace Paratransit Van with Zero Emission Vehicle

Dear Nicole,

Peninsula RTPO supports the efforts of Jefferson Transit in obtaining a Bus and Bus Facilities grant to replace an aging paratransit van that has outlived its useful life with a zero-emission vehicle. A funding award will help Jefferson Transit maintain a state of good repair while also supporting critical environmental and sustainability goals. This is not just an important matter for Jefferson Transit. Both these aims – asset management and reducing greenhouse gas emissions – are important regional objectives this project supports, too.

Paratransit helps ensure a degree of independence for those who do not drive and connects them to the services and activities of everyday life. Recent technological innovations are making it increasingly possible to provide that service with zero-emission vehicles that improve quality of service and are reliable while also reducing environmental impacts.

PRTPO highlights the importance of these objectives in its Human Services Transportation Plan and its Regional Transportation Plan. Both of those plans recognize the vital role of asset management measures like vehicle replacement in supporting these lifeline services as well as integrating new technologies where practical, to eliminate greenhouse gas emissions in the delivery of those services.

Your project is fully consistent with both of those plans. Know that PRTPO will expedite amendment of this project into the STIP upon notice of funding award.

On behalf of the Peninsula Regional Transportation Planning Organization, I wish you success in your funding pursuit.

Respectfully,

Lindsey Schromen-Wawrin, PRTPO Chair
City of Port Angeles

Quinault Indian Nation

POST OFFICE BOX 189 • TAHOLAH, WASHINGTON 98587 • TELEPHONE (360) 276-8211

December 11, 2024

Dear Peninsula RTPO:

The Quinault Indian Nation is pleased to submit this letter of support for Jefferson Transit's 2024 Consolidated Grants Project request for the replacement of Jefferson Transit Olympic Connection (JTOC) buses.

The JTOC program provides transit services to residents in western Jefferson County and is the only public transportation option in the area. This area is affected by many socioeconomic factors including lack of transportation and poverty.

In addition to the Hoh Reservation, this transit route services the Quinault Indian Nation, specifically the villages of Queets and Amanda Park. This route provides a highly beneficial service for Queets residents to get to Forks to be able to access their mail and grocery services.

Quinault Indian Nation is in support of this request as the loss of the transit route would result in residents with already limited transportation options to no longer have a guaranteed transit option to Forks to access their PO boxes or to obtain crucial medical services and groceries.

We urge the Peninsula RTPO to fund this critically important project.

Thank you for your consideration,

Guy Capoeman
President