



Peninsula RTPO
2022 Consolidated Grants Project

[Click here for presentation video](#)

Project Name:

Organization Name:

Contact Name:

Project Description (from WSDOT form)

Project Need (from WSDOT form)

Special Needs Transportation (from WSDOT form)

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

Type of Project

Select one project type

Operating

Two-year

Four-year

Capital

Expansion

Replacement

Mobility

Management

Planning

Project Funding Summary

July 1, 2023 - June 30, 2025

July 1, 2025 - June 30, 2027
(if applicable)

Total Project Cost

Grant Request

Match Amount

Match Percent

SUPPORT FOR PRTPO HUMAN SERVICES TRANSPORTATION PLAN

Applicable HSTP Coordination Strategies this project will support.

*NOTE: Ranked projects will be amended into the HSTP upon approval by the Executive Board.***Maintain Existing Transportation Services**

Maintain and replace vehicles

Maintain infrastructure and facilities

Maintain existing services & recruit/retain operators

Coordinate siting of facilities with existing services

Sustain shared-cost programs for service providers

Enhance or Expand Transportation Services

Increase hours of service

Increase days of service

Increase frequency of existing service

Expand service into new areas

Recruit/retain operators, drivers to expand services

Enhance or introduce first- / last-mile connections

Expand long-distance single-seat services

Improve special needs traveler amenities

Deploy ZEV benefiting special needs populations

Increase broadband access

Reduce travel cost as barrier to accessing services

Improve NEMT services for discharged patients

Increase Public Awareness of Available Resources

Develop and deploy travel training programs

Promote existing 2-1-1 call center resources

Develop coordinated on-line resources and brochures

Promote long-distance one-seat options to target pops

Educate human services providers about client travel

Establish consolidated call center for travelers

Increase Cooperation, Coordination Among Providers

Expand service provider-referral agency communication

Support coordination between service providers

Enhance capacity for coordination scheduling, dispatch

Enable vehicle & maintenance sharing agreements

Enhance special needs emergency mgmt coordination

Expand tribal transit-tribal health service coordination

Coordinate services with vets' transportation programs

Reduce duplication of services or consolidate services

17465 - Paratransit (ACCESS) Bus Purchase for Kitsap Transit

Application Details

Funding Opportunity: 15643-2023-2025 Consolidated Grant Program - Capital
Funding Opportunity Due Date: Oct 27, 2022 3:01 PM
Program Area: Consolidated Grant Program
Status: Submitted
Stage: Final Application

Initial Submit Date: Oct 27, 2022 2:24 PM
Initially Submitted By: Christopher Browning
Last Submit Date:
Last Submitted By:

Contact Information

Primary Contact Information

Name: Salutation Christopher Alan Browning
First Name Middle Name Last Name

Title: Grants and Compliance Coordinator

Email*: christopherb@kitsaptransit.com

Address*: 60 Washington Ave
Suite 200
Bremerton Washington 98337-1888
City State/Province Postal Code/Zip

Phone*: (360) 473-1129 1112
Phone Ext.
###-####

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

Organization Information

Legal Name*: Kitsap County Public Transportation Benefit Area Authority

DBA Name*: Kitsap Transit

Organization Type*: Transit Agency ? Small Urban

DUNS #: 803857184
#####

Unique Entity Identifier (UEI): XF87DZ25NQT4

Organization Website: <http://www.kitsaptransit.com>
(Please enter http://... for this field)

Physical Address*: 60 Washington Avenue
Suite 200

Mailing Address*: Bremerton Washington 98337-5657
 City State/Province Postal Code/Zip
 60 Washington Avenue
 Suite 200
 Bremerton Washington 98337-5657
 City State/Province Postal Code/Zip

Remit to Address*: 60 Washington Avenue
 Suite 200
 Bremerton Washington 98337-5657
 City State/Province Postal Code/Zip

Phone*: (360) 824-4941 Ext.
 ### #### #####

Fax: (360) 377-7086
 ### #### #####

**Fiscal Year End
 Last day of*:** December

Organization Contact Information

Organization Contact Information

Organization Director

Name*: John Clauson
 First Name Last Name
 Executive Director JohnC@kitsaptransit.com
 Title Email Address

Applicant Contact

Name*: Christopher Browning
 First Name Last Name
 Grants and Compliance Coordinator christopherb@kitsaptransit.com
 Title Email Address

Project Contact

Name*: Steffani Lillie
 First Name Last Name
 Capital Services Development Director steffanil@kitsaptransit.com
 Title Email Address

Summary of Project Information

Summary of Project Information

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

Capital Type*: Fleet replacement

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements.
 For an example of last biennium's federal requirements see the [21-23 Consolidated Grants Program Guidebook](#).

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

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

[Congressional & Legislative District map](#)

Legislative District(s)*: 23,26,35

Congressional District*: 6

County(ies)*: Kitsap

Dependency on Other Projects

Dependent projects?	Project Title
No Data for Table	

Scope of Work

Project Description

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

RTPO/MPO*: Peninsula RTPO

Is this project primarily serving a rural area?*: No Any service that supports Public Transportation in rural areas with populations less than 50,000.

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

Provide a brief, high-level description of what your project proposes to do (address who, what and where).

This description may be used to describe your project to the Legislature.

Proposed scope/description of the work.*:

Kitsap Transit requests funding to procure approximately (10) ten replacement ACCESS (paratransit) buses to preserve its existing ACCESS service. The Washington State Department of Transportation (WSDOT) currently holds a valid contract #06719 for Startrans ADA-compliant buses. KT is committed to supporting Kitsap County's special needs community.

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

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

Need*:

According to the 2020 US Census Bureau, 10.5% of Kitsap County residents are considered special needs, which is above Washington State average. This figure includes the highest number of disabled veterans in the Puget Sound region. For many community members with special needs, finding adequate transportation is a challenge. KT has partnered with Kitsap County's disabled community to provide transportation to those who need it most. Kitsap County is one of the fastest growing areas in Washington. Since 2018, Kitsap County has been one of the top destinations for individuals and families moving out of Seattle and King County. With lower home prices, less crime, and accessible outdoor recreation, Kitsap County has much to offer residents. As the population increases, the need for expanded transit service continues. As KT's ridership continues to grow and change, it is important that this growth is all-encompassing and no rider is left behind. The proposed grant funding will ensure that KT has the resources it needs to continue providing reliable transportation for the special needs community. This funding will help KT replace aging buses in its ACCESS fleet, which provide special needs riders with the affordable, reliable, environmentally friendly, and safe transportation options they deserve.

Describe coordination efforts with your regional planning organization.

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

Coordination Efforts*:

KT's ACCESS/paratransit service objectives align with PSRC's long term regional transportation plan. Using data points from the US Census, the PSRC Opportunity Index, and the FTA, KT has developed its own long-range transportation plan (LRTP) which includes guidance on how to better serve the special needs community in Kitsap County. The development of KT's ACCESS program and how it serves the special needs community today is a direct result from years of service, data-gathering, and practical day-to-day operations. ACCESS is a demand-response paratransit service for those eligible under the Americans with Disabilities Act (ADA). ACCESS provides door-to-door transportation for eligible riders who are unable to use the fixed-route system. The service is available in all areas where KT routed bus service operates, including Port Orchard, Bremerton, Silverdale, Poulsbo, Bangor, Kingston, and Bainbridge Island. Limited ACCESS service is also available in outlying areas, such as Burley, Olalla, Seabeck, Lofall, Port Gamble, North Kitsap, Keyport, and Hansville. Because of its successful operation and aging population, ridership for the ACCESS program is projected to increase in the coming years.

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

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

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

served by this project.

Special Needs Transportation:

The proposed grant funding will ensure that KT has the resources it needs going forward to continue to provide reliable transportation for the special needs community. The funding for ACCESS Bus replacement will provide KT with the following transportation solutions: 1.) Safe and convenient access to appropriate transportation options: Our goal at KT ACCESS is to provide our customers with courteous, safe, convenient, accessible, and reliable transportation. ACCESS provides varying levels of service to people who are unable to ride the regular bus system, some or all of the time, due to age or disability. 2.) Reliable transportation: KT's maintenance department adheres to 100% scheduled maintenance on all ACCESS buses reducing risk of breakdowns and lost service. 3.) Safe and secure transportation: The proposed replacement ACCESS buses will be equipped with security cameras, which provide safety and security to our most vulnerable customers. 4.) Reliable public transportation: Disabled riders, seniors 80 years of age or older, and non-disabled riders between 60 and 79 years of age, living more than 3/4 of a mile from a bus stop who have no other means of transportation, will be transported to the closest fixed-route transit center from their residence and back. 5.) Culturally relevant information resources in multiple languages to assist riders with limited English proficiency. 6.) Environmentally friendly buses which are powered on clean-burning propane. 7.) KT's ACCESS bus routes mirror KT's fixed bus routes, providing a seamless transition between transportation options. All Kitsap County community members who are classified as being disabled under the ADA guidelines are eligible for the ACCESS program.

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

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

For Planning Projects: How will your organization measure the planning project's success?

Identify data sources used in the planning process.

Measurement of Efficiency and Effectiveness*:

As described in KT's Long-Range Transportation Plan, the ACCESS/paratransit programs are expected to expand in the coming years. Despite higher operating costs, KT plans to expand the ACCESS program because of increased demand. With many years of internal ridership data available, KT has the ability to make educated predictions about the future of ACCESS transit and its effects on the special needs community. In recent years, KT has expanded its on-demand services for ACCESS buses, especially in low-density development areas that are hard to serve with traditional fixed-route transit. KT has seen marked success with the ACCESS reservation program. The needs of the disabled community are complex. The ACCESS program recognized this, and using available data, created an on-demand option for riders with special needs. In concurrence with ridership data, KT's procurement and planned maintenance schedule determines when vehicle turnover is best. Currently, KT has (10) ten ACCESS buses that are approaching their end-of-life. KT's goal is to replace these vehicles before their maintenance cost-burden effects their operating productivity.

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

Describe how this project supports and interacts with other modes of transportation in the project area. Does this project enhance other transportation or social services within your organization or among partners?

What efficiencies will be gained within the service area as a result this project?

Other Modes of Transportation*:

Kitsap Transit ACCESS Program makes connections with Pierce Transit's "Shuttle" Program providing connections to Joint Base Lewis-McChord medical facilities and other urban services. The ACCESS program also provides connections to the Washington State Ferry (WSF) service to Seattle and Edmonds and the KT Fast Ferry system. ACCESS customers often utilize these modes of transportation to get to vital services like medical appointments, job training, and work. KT's ACCESS program increases the ridership of other transit agencies. As mentioned, KT provides connections to ferries and additional fixed bus routes that provide access the greater Puget Sound region. Replacing ACCESS buses helps maintain and expand this ridership.

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

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

Project Staff*:

Steffani Lillie, Service & Capital Development Director, 20 years of experience managing transit capital projects, grants, and best procurement practices per FTA and Washington State Requirements. Dennis Griffey, Maintenance Director, nearly 38 years of experience with bus and bus facility maintenance. Dennis manages Kitsap Transit's Fleet Replacement Plan and works with Steffani Lillie to maintain Kitsap Transit's Force Account Plan. Bill Rich, Maintenance Manager, over 27 years of experience with bus and bus facility maintenance at Kitsap Transit. His staff has deep knowledge with performing pre-award and post-delivery audit of rolling stock to ensure compliance and vehicle quality. Christopher Browning, Grants and Compliance Coordinator, 1 year experience with transit capital projects, grants, and grant compliance. Recently secured grant funding for a fast ferry maintenance facility study and induction charging infrastructure for KT's battery electric bus fleet.

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

Coordinated Public Transit- Human Services Transportation Plan	Page number(s) or TBD
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Puget Sound Regional Council

pg. 50 of RTP

Budget

Transit Vehicles

Replace or Expand	Vehicle Description	Useful Life	Passenger Seating	Wheelchair stations	Fuel Type	Total Cost	Requested Amount	Match
Buy Replacements - Capital Bus 11.12	.06 Bus Articulated	10	21	2	Propane	\$2,037,760.00	\$1,630,208.00	\$407,552.00
							\$1,630,208.00	\$407,552.00

Equipment/facilities to support transit operations

Inventory Item	Activity Type	Description	Useful Life	Total Cost	Requested Amount	Match
No Data for Table						

Equipment/facilities to support electrification and power distribution for transit operations

Activity Type	Description	Useful Life	Total Cost	Requested Amount	Match
No Data for Table					

Equipment/facilities to support transit passengers

Activity Type	Description	Useful Life	Total Cost	Requested Amount	Match
No Data for Table					

Training

Activity Type	Description	Total Cost	Requested Amount	Match	Scope/Activity Line Item (ALI) Code
No Data for Table					

Match/Revenue Sources

Source	If Other, Please List	Amount
Local: Reserves		\$407,552.00
		\$407,552.00

Scalable

Is your project scalable?*: Yes

Specify the minimum funds needed and explain the scalability.: \$204,000.00
Round to the nearest dollar

Describe the scalability of your project.:

KT has (10) ten ACCESS buses that are reaching the end of their operating lifespan. KT would prefer to replace all 10 buses but will accept a scalable outcome where less vehicles are replaced. The cost of one StarTrans Senator II bus costs approximately \$204,000 dollars. This is the least amount of money KT can accept if only one bus is going to be replaced.

ADA Accessibility

ADA Accessibility*:

KT's ACCESS program was designed to serve the Kitsap County disabled and special needs communities. The Startrans Senator II 22' bus has a passenger capacity of eighteen people including space for two wheelchairs. The bus comes with a wheelchair lift and lowering hydraulics to accommodate people with physical limitations. This vehicle is in compliance with 49CFR Part 38 and is ADA compliant.

Procurement Plan

Procurement Plan*:

To procure these replacement vehicles, KT is purchasing them through the Department of Enterprise Services (DES). KT currently has an open contract with DES under contract number #06719. Vehicle turnover is tracked through KT's own internal maintenance schedule and buses are procured according to their respective life spans.

Other Sources

Other Sources*:

Kitsap Transit is owned by the citizens of Kitsap County. Its operations are funded primarily with local sales tax revenue and passenger fares. Capital projects (expenditures for procuring or improving fixed route fleet and facilities) are largely funded with federal and state grants. Local funds (sales tax revenue and fares) are required to supplement the capital project budget in order to meet grant-match requirements or fund projects that do not have grant funding. See Attachment A, 2022 Capital Budget - Transit Fund, per Resolution No. 21-67.

Summary

Requested Amount

Vehicle Requested Amount:	\$1,630,208.00
Equipment Requested Amount:	\$0.00
Other/Training Requested Amount:	\$0.00
TOTAL Requested Amount:	\$1,630,208.00

Match Amount

Match Amount:	\$407,552.00
Percentage of Match:	20.00%

Total

TOTAL PROJECT COST:	\$2,037,760.00
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Service Level

Project Service Level Information

Project Specific Information	July 1, 2021 - June 30, 2022 (Actual)	July 1, 2022 - June 30, 2023 (Budgeted)	July 1, 2021 - June 30, 2023 (Total of Actual and Budgeted)	July 1, 2023 - June 30, 2025 (Projected)	Percent of Change
Revenue Vehicle Hours	0	0	0	0	0.00%
Revenue Vehicle Miles	0	0	0	0	0.00%
<i>Passenger trips should be entered as whole numbers only.</i>					
Passenger Trips	0	0	0	0	0.00%
Volunteer Hours	0	0	0	0	0.00%
					.00%

Project Service Level Description

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

How were service-level estimates developed?*:

N/A

Vehicle Replacement

Vehicle Replacement or Rebuild

Are you replacing or rebuilding a vehicle?*:

Yes

Save form to continue. If you selected yes, please complete the vehicle information section below.

Vehicle Information

Replace or Rebuild	Vehicle Type	Remaining useful life	Make/Model	Year	Vehicle Identification Number (VIN)	Current Status	Current Mileage
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS1HDC01515	Active	132977
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS3HDC01516	Active	134039
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS6HDC01543	Active	132902
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS1HDC01546	Active	123327
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS3HDC01547	Active	140676
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS5HDC01548	Active	151393
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS3HDC01550	Active	136764
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS5HDC01551	Active	148803
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS9HDC01553	Active	137251
Replace	Light-duty Cutaway (Van Chassis)	1	StarTrans Senator II	2017	1FDFE4FS0HDC01554	Active	140341

Milestones

Milestones

CAPITAL ACTIVITIES	Applicable?	Date (mm/yy)
EQUIPMENT		
Equipment - Request for Proposal / Invitation for Bid	No	
Equipment - Contract Award	No	
Equipment - Contract Complete	No	
VEHICLE - If you are purchasing a vehicle, you must complete all five vehicle milestones.		
Vehicle - Request for Proposal / Invitation for Bid	Yes	05/23
Vehicle - Contract Award	Yes	07/23
Vehicle - First Vehicle Received	Yes	11/23
Vehicle - All Vehicles Received	Yes	07/24
Vehicle - Contract Complete	Yes	09/24

Electricity and Biofuels Use

Electricity and Biofuels Use

RCW 43.325.080 establishes a requirement for local governments to fuel their vehicles with electricity or biofuel by June 1, 2018, with certain exceptions and exemptions. WAC 194-29 further describes the decision-making criteria agencies should use in order to comply with the provisions of the law.

For projects that involve the purchase of vehicles, will the vehicles meet the requirements set forth in WAC 194-29 effective June 1, 2018? **(Practicable use of electricity and biofuels to fuel local government vehicles, vessels, and construction equipment.)**

WAC 194-29*:

Yes

If yes, please describe how your purchasing plans meet the requirements of the rules.

Meets Requirements:

KT's ACCESS buses run on renewable propane. Therefore, they are compliant under WAC 194-29-020(1) in which renewable propane is defined as a 'Biofuel'.

Attachments

Attachments

Named Attachment	Required	Description	File Name	Type	Size	Upload Date
Copy of organization's most recent audit report	✓	Most Recent State Audit	Attachment B State Audit 20_21.pdf	pdf	1 MB	10/27/2022 11:16 AM
501(c) IRS Letter of Determination (for new non-profit applicants only)						
WA Utilities & Transportation Commission (UTC) Certification (for new non-profit applicants who are direct service providers)						
Service area map	✓	This is the service area map for Kitsap Transit's Routed and Fast Ferry systems.	Attachment A Current System Map.pdf	pdf	165 KB	10/27/2022 09:32 AM
Population density map	✓	Population Density Map for Kitsap County	Attachment C Kitsap County Population Density Map.pdf	pdf	296 KB	10/27/2022 02:21 PM
Letters committing matching funds						
In-kind match valuation proposal (only operating and mobility management projects may use in-kind contributions as matching funds)						
Letters of support (combine into one file attachment)						
Letter of concurrence (for projects that operate in multiple planning regions)						
Federal Indirect Cost Rate Approval Letter						
Cost Allocation Plan						

Supplemental Information

Supplemental Information**Supplemental Information:**

Vulnerable Populations in Overburdened Communities & Tribes - May 2022

Vulnerable Populations in Overburdened Communities

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

Vulnerable Populations in Overburdened Communities*:

According to TIP, Kitsap County has a higher-than-average threshold of residents with disabilities (11.4%) and elderly (11.2%). Many of the areas our ACCESS programs serve are classified by the Puget Sound Regional Council as having 'lower than average' levels of health, educational achievement, and economic opportunity. KT's mission statement states: 'Provide safe, reliable and efficient transportation choices that enhance the quality of life in Kitsap County.' The planned replacement of ACCESS buses will undoubtedly benefit commuters and community members in remarkable ways. Using clean-burning propane rather than diesel or gas will provide health and environmental benefits for community members. Having more transit options available for the community's disabled and elderly populations will also improve ridership. Increased participation in ridership will improve economic opportunity as community members achieve greater mobility. Washington governor Jay Inslee often says, "Air

pollution, severe weather and the economic upheaval brought on by climate change impacts black and minority communities first and worst". As Washington state moves to cap emissions and invest in a clean economy, recognizing the disproportionate burdens borne by minority communities in our state is an essential step in creating a lasting difference.

Tribal Support

Is this project directly operated by a tribe?*: No

Is your project serving and is it supported by a tribal nation in Washington? : No

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

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

Attachments

Tribal support correspondence/resolution:

Certification

Certification

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

Certification*: Yes

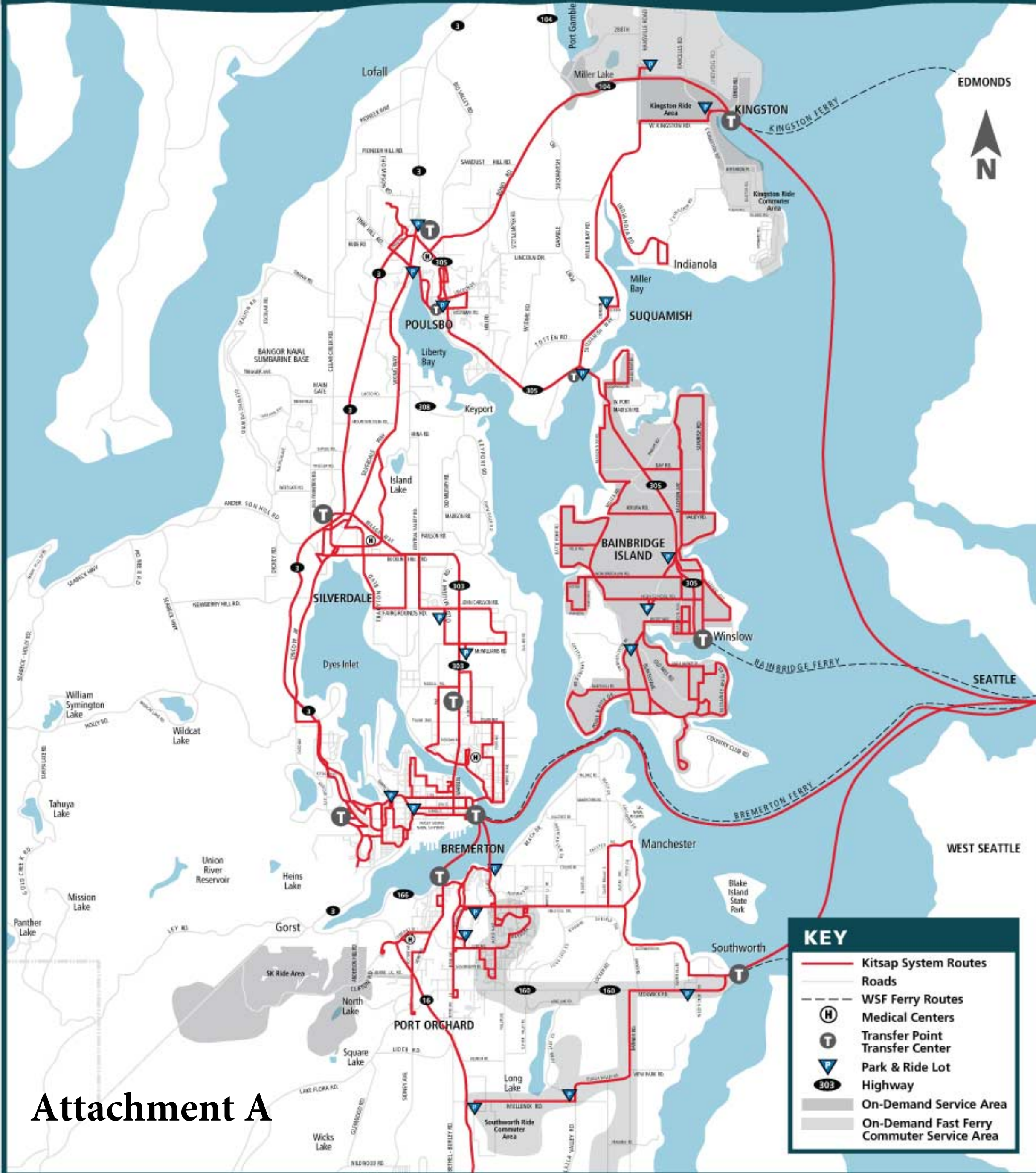
Application Authority*: John Clauson
First Name Last Name

Title*: Kitsap Transit Executive Director

Date*: 10/27/2022



Kitsap Transit System Map



KEY

- Kitsap System Routes
- Roads
- WSF Ferry Routes
- Medical Centers
- Transfer Point
Transfer Center
- Park & Ride Lot
- Highway
- On-Demand Service Area
- On-Demand Fast Ferry
Commuter Service Area

Attachment A

Attachment C, Kitsap County Population Density Map

