

Mountain Rides Transportation Authority

Regular Board Meeting Agenda

12:00, Wednesday, February 19, 2014

Place:

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| Ketchum City Hall Council Chambers, 480 East Ave. N, Ketchum, ID 83340 |
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Board Members: Chair Susan McBryant (Hailey), Vice-chair Mark Gilbert (Sun Valley), Secretary Steve Wolper (at-large), Michael David (Ketchum), Nils Ribi (Sun Valley), Joe Miczulski (Bellevue), Dave Patrie (Blaine County)

1. 12:00pm: Call meeting to order

2. Presentation:

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| Recognition of Peter Everett for his eight years of service on the Mountain Rides board |
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3. Comments from the Chair and Board Member thoughts

4. Public comment period for items not on the Agenda (including questions from the press)

5. Action items and discussion items

a. Action item: (p.2-14)

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| Approve final master plan design for intermodal project at Sun Valley Rd. and East Ave., aka The Hub |
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b. Action item: (p.15-21)

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|---|
| Approve submittal of Federal Transit Administration funding applications for 5311 and 5310 funding for FY15 grants (April 1, 2015 – March 31, 2016 funding) |
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c. Action item: (p.22-24)

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| Approve submittal of Community Choices for Idaho grant application for East Fork bus pull-out and passenger waiting area (SW corner) |
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d. Action item: (p.25-30)

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| Approve FY2013 excess operating fund calculation |
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e. Action item: (p.31-40)

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| Approve Strategic Initiatives for 2014 |
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f. Action item: (p.41-42)

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| Approve updated board meeting calendar for remainder of 2014 |
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g. Action item: (p.43-44)

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| Approve nominations for CTAI/ITD leadership award |
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h. Action item: (p.45-110)

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| Approve Federal Transit Administration Certifications and Assurances for FY2014 |
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i. Discussion item:(p111-112)

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| Discuss naming of the intermodal project at Sun Valley Rd and East Ave., aka The Hub |
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j. Discussion item:(p113-118)

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| Update on Washington State Insurance Pool visit |
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6. Committee Reports

a. Planning and Marketing Committee report from Chair Steve Wolper (p.119)

i. Committee members approve minutes for February

b. Finance and Performance Committee report from Mark Gilbert (p.120)

i. Committee members approve minutes for February

7. Staff reports

a. Dashboard performance reports for December 2013 (p.121-124)

b. Operations report (p.125)

c. Maintenance report (p.126)

d. Marketing and Outreach report (p.127)

e. Business Manager report (p.128)

f. Executive Director report (p.129)

8. Consent Calendar items

a. Approve minutes

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| (p.130-136) January regular board meeting, January 16 Special meeting, February 5 Special meeting |
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b. Receive & File financials

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| (p.137-142) December 2013 |
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9. Adjournment

Note: Public information on agenda items is available from the Mountain Rides office 800 1st Ave. North, or 208-788-7433. Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides three days prior to the meeting at 208-788-7433.

Mountain Rides Agenda Item Summary

Date: 02/19/2014

From: Jason Miller

Subject: 5a. Approve final master plan design for intermodal project at Sun Valley Rd. and East Ave., aka The Hub

Committee Review: ☒ yes ☐ no Committee Purview: Both Committees

Previously discussed at board level: ☒ yes ☐ no

Proposed Action: Approve

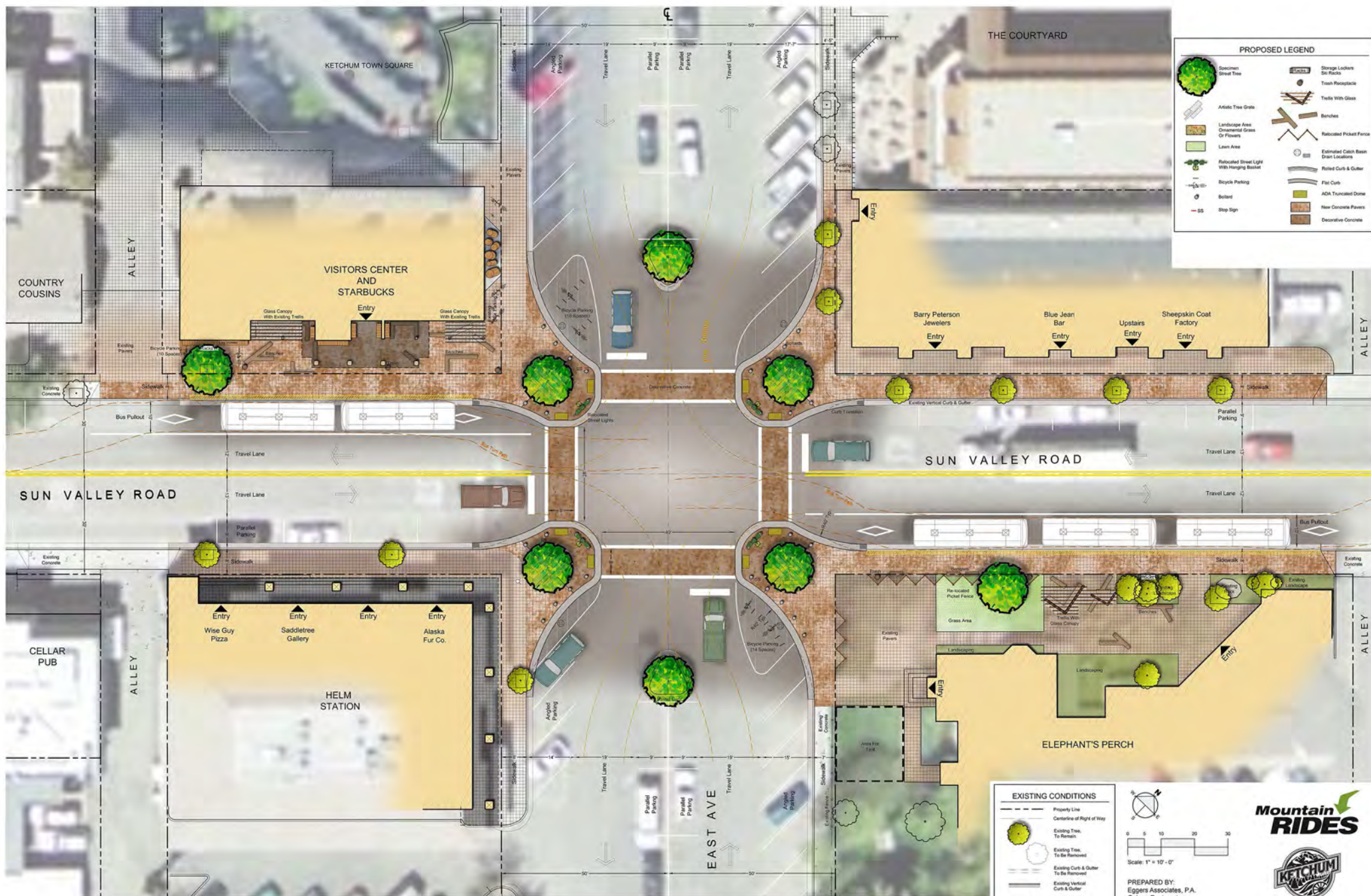
Fiscal Impact: FY2014 Facilities Fund (included as a budget item)

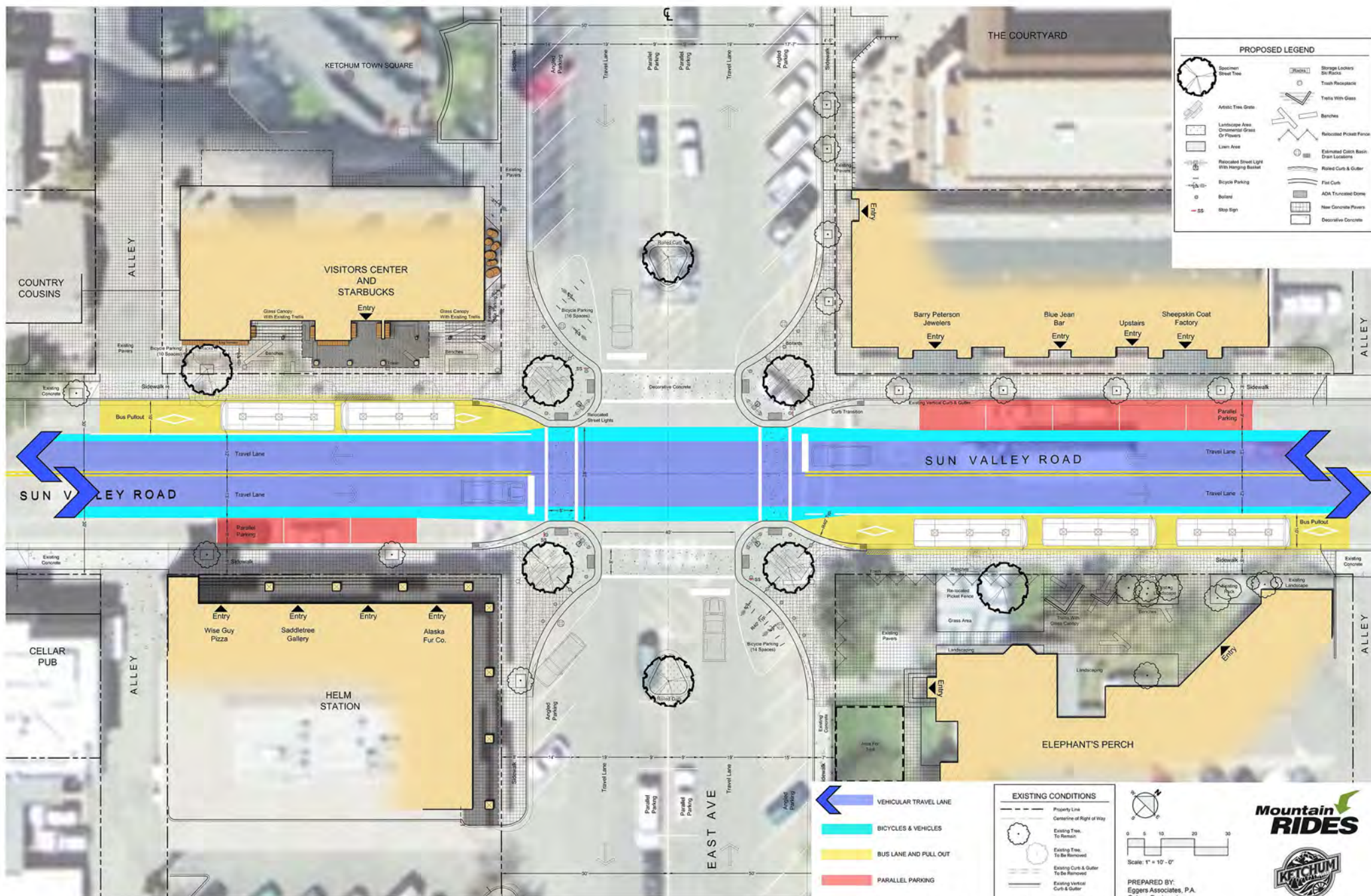
Related Policy or Procedural Impact: Capital Improvement Plan

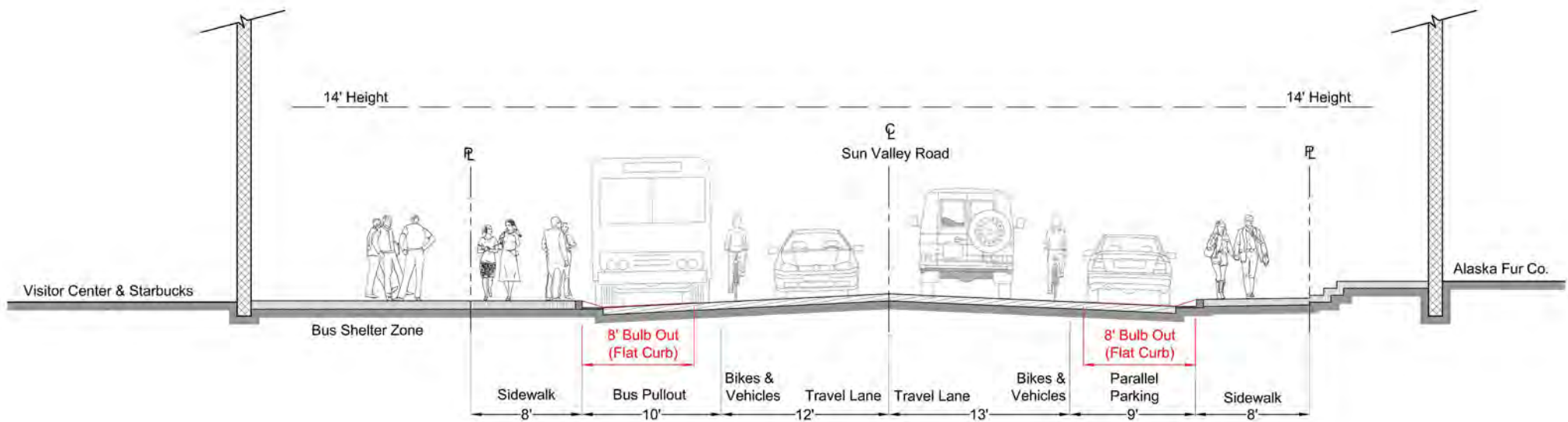
Background:

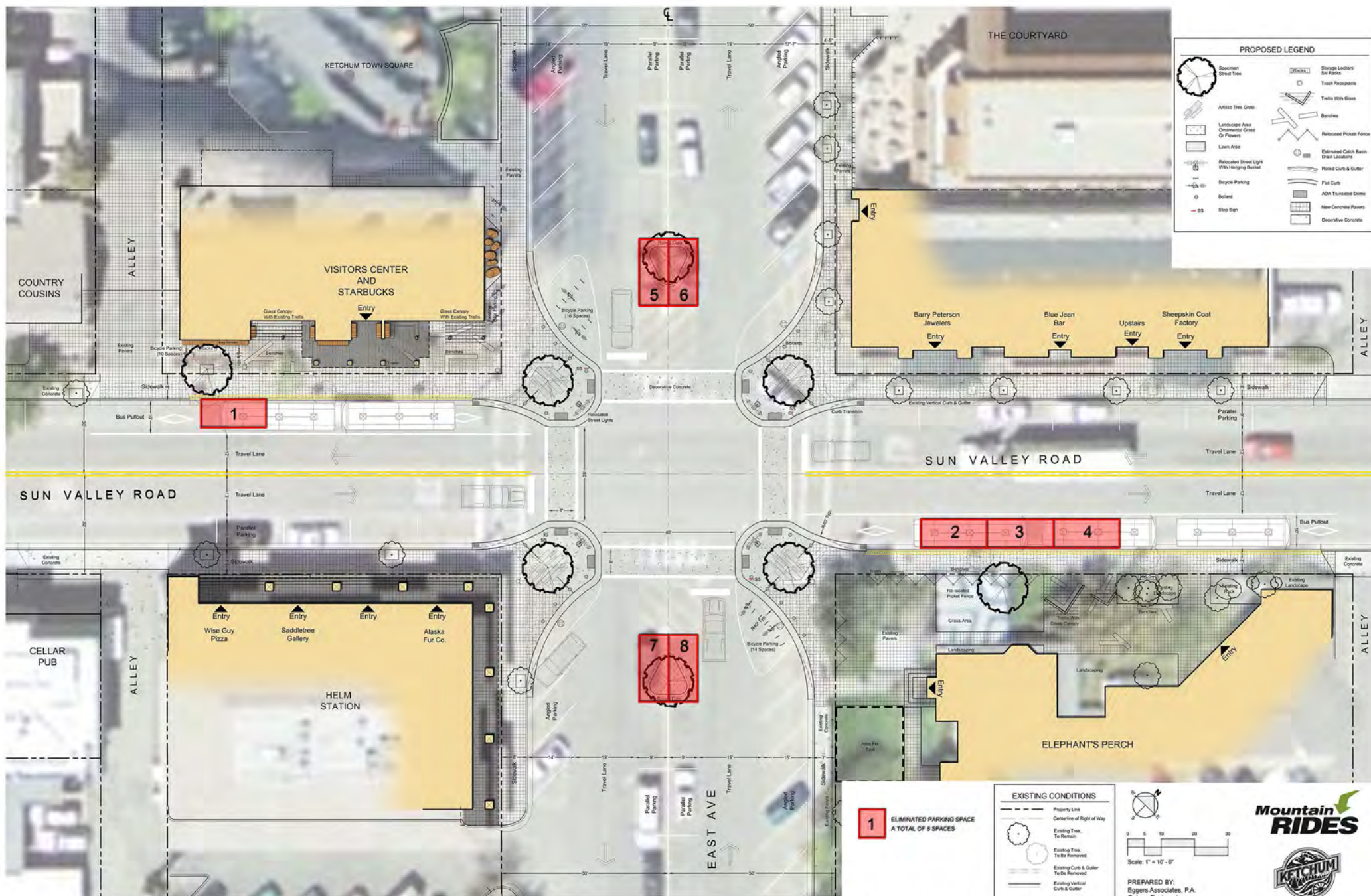
The Ketchum Transportation Hub has continued to make great progress over the past 2 months, thanks to Kurt Eggers and his team. Attached you will see the latest master plan and circulation flow for approval. This plan has been vetted with the community, the City of Ketchum (Planning and Zoning, City Council, staff department heads, Urban Renewal Agency), ITD, and Mountain Rides staff.

This plan represents a long process of over three years of planning, funding and public process in order to make this project possible. Once approved, this plan will be put into construction documents with the goal of having this project out to bid by end of April (Mountain Rides board would see the bid documents and construction plans for approval at the March or April meetings).





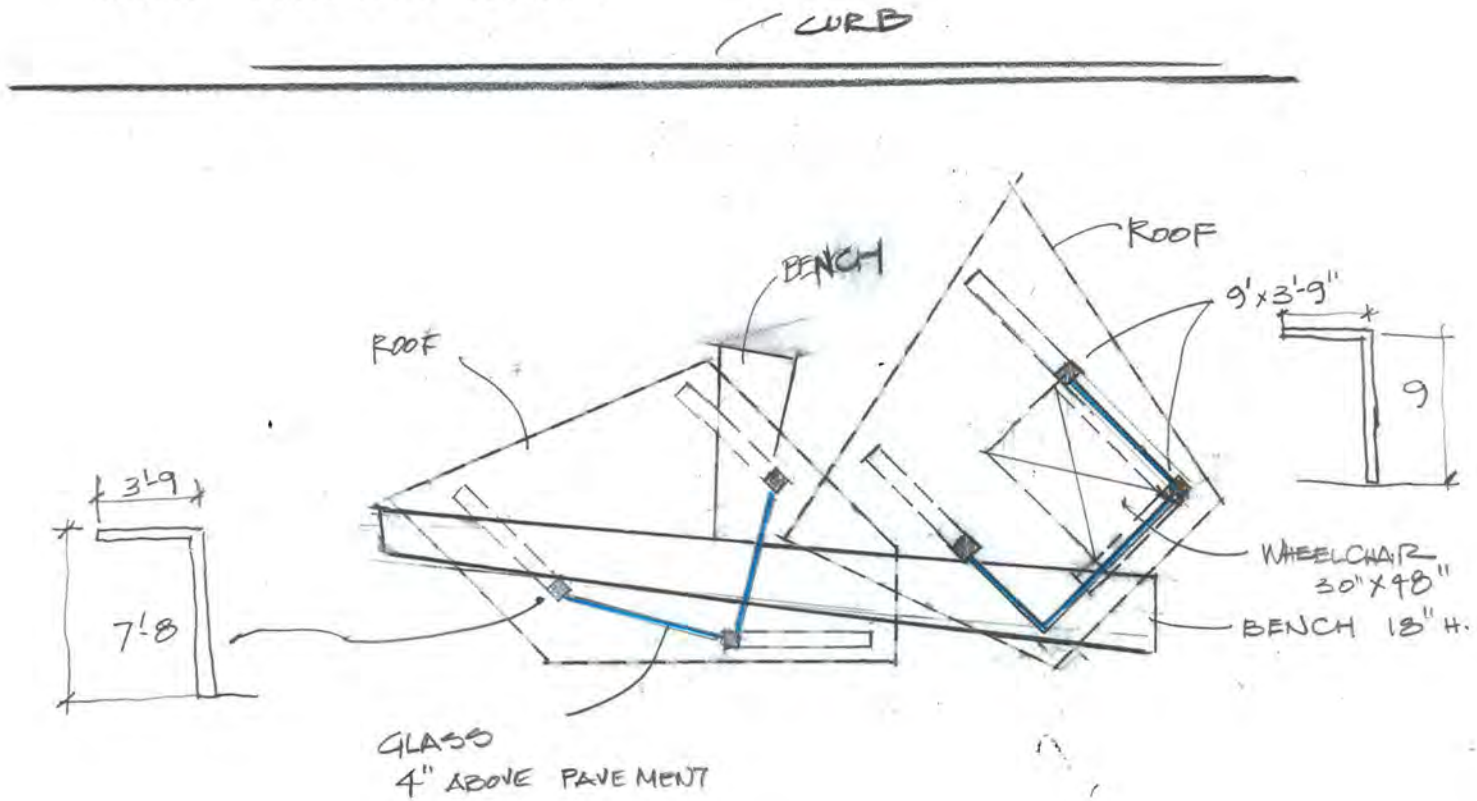




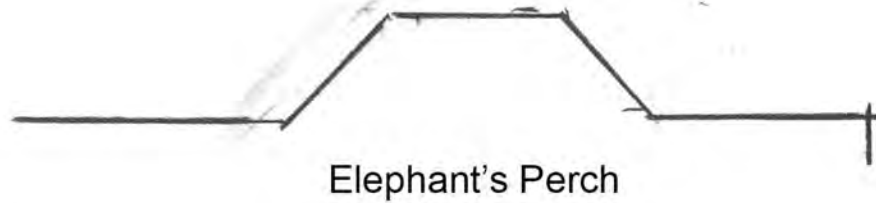
THIS PLAN IS PRELIMINARY
AND IS SUBJECT TO CHANGE

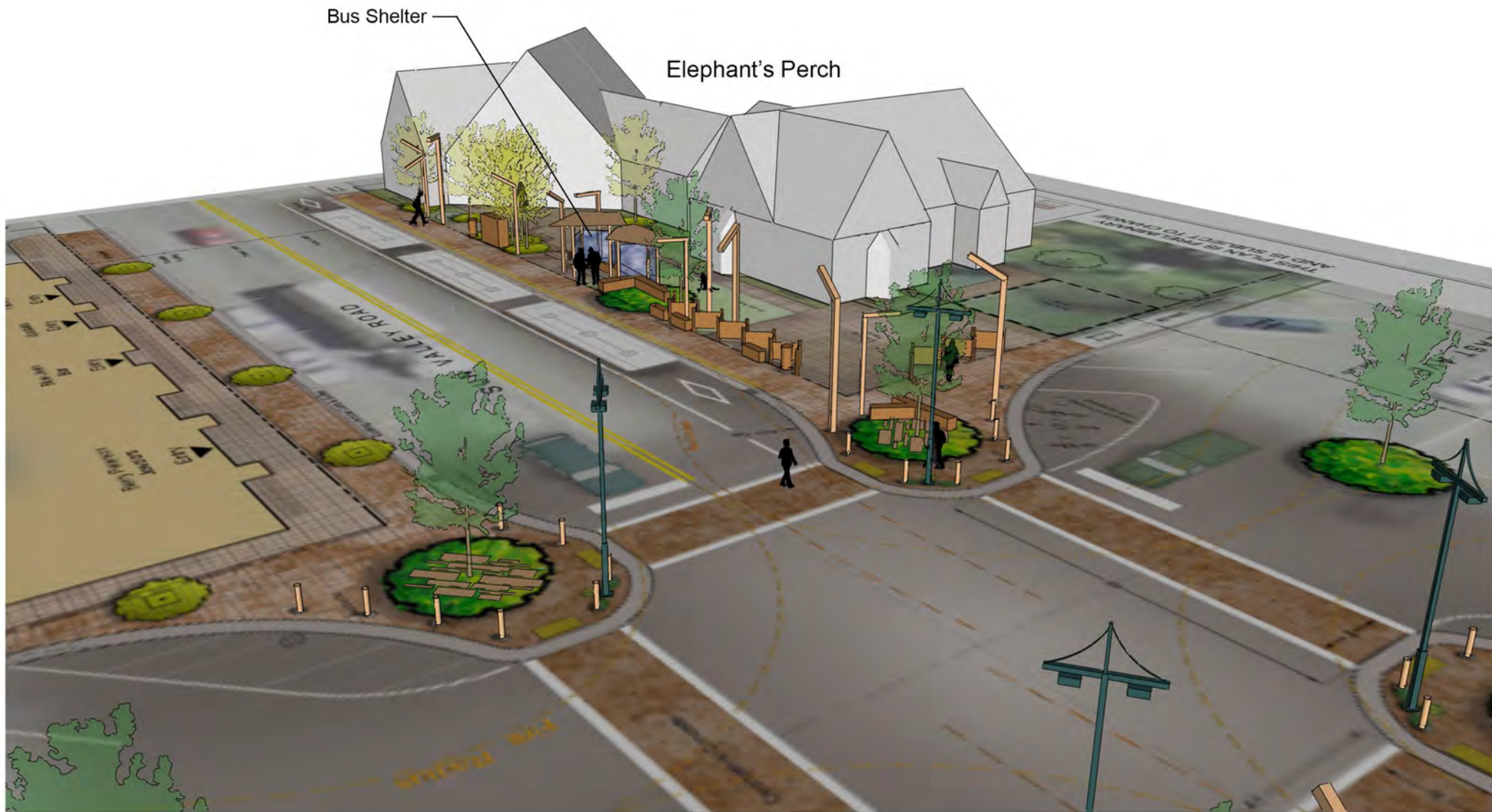
PARKING LOSS PLAN

SUN VALLEY ROAD



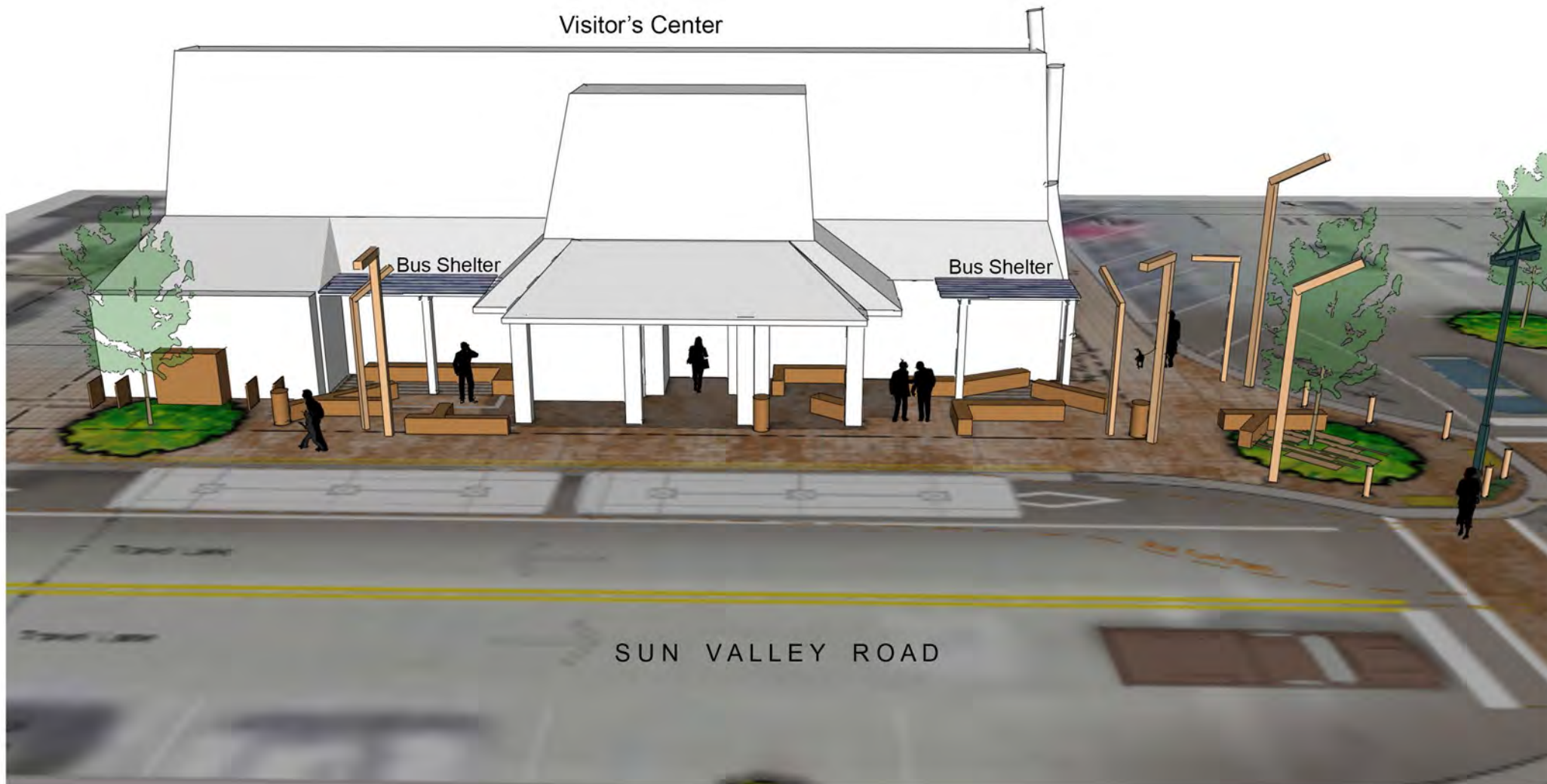
PLAN VIEW











DOWNTOWN KETCHUM'S

**Mountain
RIDES**



TRANSPORTATION HUB

PUBLIC ART ELEMENTS

TREE GRATES



Tree Grates

Allows pedestrian traffic and large area for tree roots to grow and breathe.

Promotes tree health and growth. Textured metal and cut out lettering to create slip resistant surface.

Public Artist:

Graphic Art & Poetry

Reflecting our community and values.

DOWNTOWN KETCHUM'S

**Mountain
RIDES**



TRANSPORTATION HUB

BOLLARDS & BENCHES



BOLLARDS

Used in bulbouts to create a safe pedestrian zone. People can linger behind the bollards and not confuse drivers. Once they step up to and past the line of bollards their intent to cross is clear to drivers

Using rusted square steel tube as part of the public art program, bollards can be designed to be unique and reflect our town's character.



BENCHES

Concrete and wood benches extend the dynamic shapes of the countertops in the Visitor Center out into the public space. Using the same long lasting wood as the stage walls, and colored concrete they form a link to Ketchum Town Square.



DOWNTOWN KETCHUM'S



TRANSPORTATION HUB

20' x 8"sq

16' x 8"sq

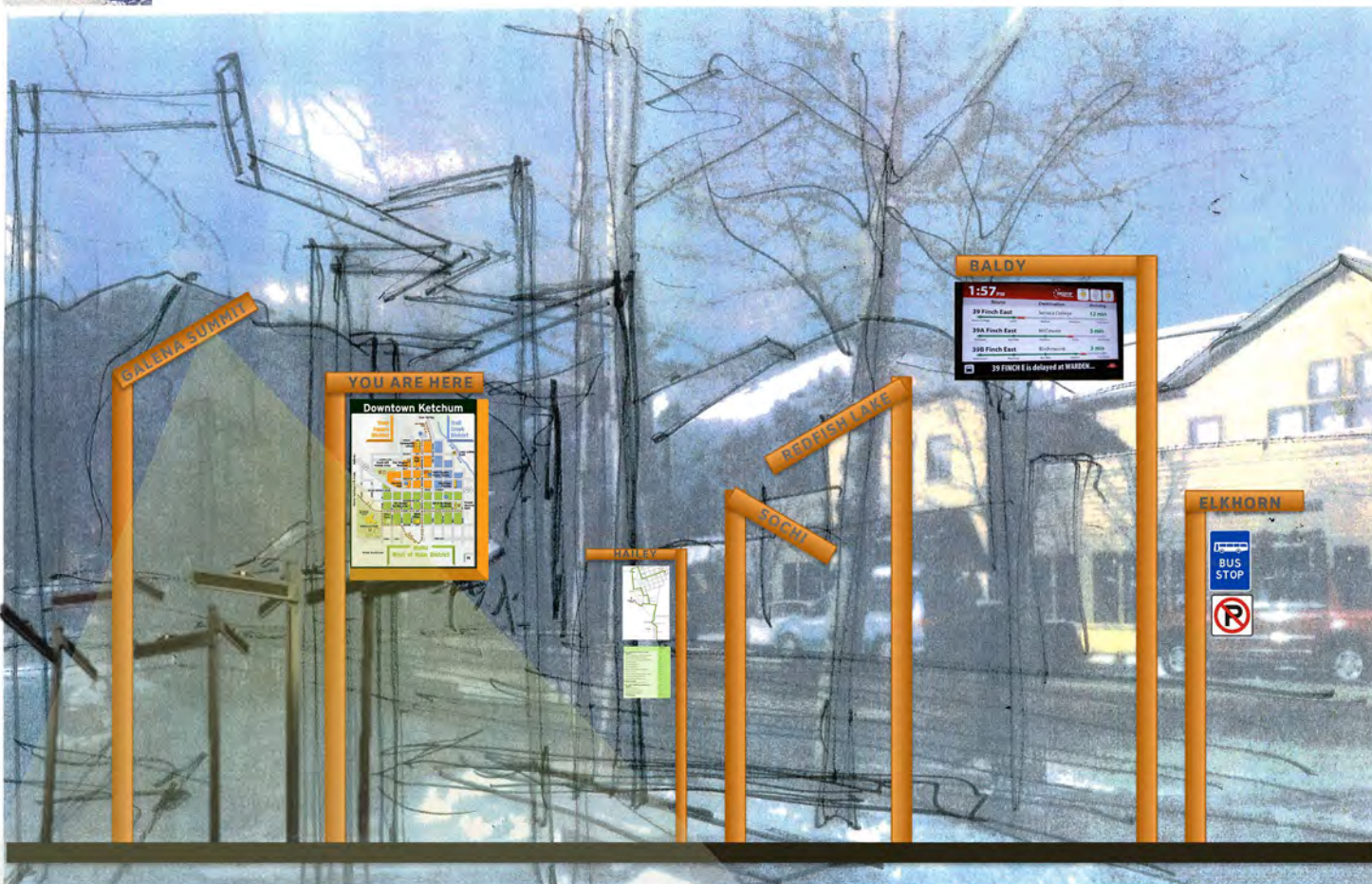
12' x 6"sq

8-10' x 4"sq

Cross bar up, horizontal or down

PLACE MAKING ELEMENTS

CROSSROAD POLES



A series of cross road poles solve the design problem of connecting the two bus stop areas visually and conceptually. Recalls the iconic cross road signs that place a traveler in relationship to other places. The multiple pole sizes and shapes create the feeling of being in a grove of trees.

The rusted metal and simple square steel forms tie the design into the Ketchum Town Square, while creating it's own sense of place and Identity.

Functional Purpose: lighting at the bus stop areas, video display panel, maps for the transportation system and the Ketchum Downtown, Mt. Ride schedule Information. Covered with steel plate and translucent material, they serve to create the bus shelters.

Wayfinding: cutout or stenciled letters serve to point to local landmarks, regional attractions, and global destinations. When viewed from eye level the cross bars become a dynamic pattern of pointers in space.

Mountain Rides Agenda Item Summary

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|---|---|-------------------------------|--|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> | | |
| <u>From:</u> | <input type="text" value="Jason Miller and Wendy Crosby"/> | | |
| <u>Subject:</u> | <input type="text" value="5b. Approve submittal of FTA funding applications for 5311 and 5310 funding for FY15 grants (April 1, 2015 – March 31, 2016 funding)"/> | | |
| <u>Committee Review:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no | <u>Committee Purview:</u> | <input type="text" value="Finance & Performance"/> |
| <u>Previously discussed at board level:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no | | |
| <u>Proposed Action:</u> | <input type="text" value="Approve"/> | | |
| <u>Fiscal Impact:</u> | <input type="text" value="FY2015 budget"/> | | |
| <u>Related Policy or Procedural Impact:</u> | <input type="text" value="Annual service plan"/> | | |
| <u>Background:</u> | <div><p>Mountain Rides will be submitting its annual request for 5311 and 5310 funding through the District Coordinating Council process. The DCC will review and make recommendations to the state Public Transportation Advisory Committee, who in turn makes a recommendation to the ITD board.</p><p>Mountain Rides is requesting</p><ul style="list-style-type: none">- \$975,000 in 5311 operating funding to support fixed route services (we requested \$975,000 in 2013 and were awarded \$706,000), including Valley Route;- \$67,000 in 5310 operating funding to support the Hailey Route (we requested \$90,000 in 2013 and were awarded \$78,000);- and \$3,000 in expanded ADA service boundary up to 2 miles (we didn't apply for or receive any money for this in 2013).</div> | | |

District 4 Coordinating Council

Review Process of Applications for Federal Transit Funding

Below is a description of the three meetings you will be participating in the next couple of months. During these meetings, the District Coordinating Council members will review, ask questions, undertake further review and evaluation, and then make recommendations on applications for federal public transit funding.

The coordinating meeting 1/15/2014 (10a.m.-12p.m.):**

- Review of 2014 Pre-applications; No need to score these
- The applicant will have about 5-10 minutes to present their project
- DCC members can ask clarifying questions, regarding any aspect of the project, proposal, or the agency
- Following the Coordinating meeting, all the questions will be compiled and forwarded in an email to the applicant
- Following the Coordinating meeting the applicants will also receive the “cheat sheet” for the evaluation tool we will be using 2014

The evaluation meeting 3/17/2014 (1-3 pm):

- Full applications will be received and sent to DCC Members
- DCC members are expected to score the applications and email them to me prior to the meeting, I will compile the numbers and bring the results.
- No decisions or recommendations
- DCC members are given an opportunity to further review the applications and discuss them
- All questions generated during the evaluation meeting will be emailed to the applicants following the meeting
- The applicants will be given an opportunity to respond to the questions and as the MM I will provide the answers prior to the balancing meeting

The balancing meeting 4/9/2014 (9a.m.-12p.m.):**

- This is the final meeting of the FTA funding year
- There is no public comment at this meeting, applicants however, can be asked questions of the DCC
- DCC members collectively will review the applications and discuss funding recommendations for PTAC
- All funding recommendation for 5310 & 5311 will be made and recommendations will be forwarded to PTACT for final approval

**The coordinating & balancing meetings are mandatory for all applicants.

I hope the bullets above help you in preparation for the meeting. Please do not hesitate to contact me should you have any questions.

District: 4**2014 FTA Pre-Applications****Strategy#: 4.D001 Enable Mobility at Fair and Equitable Prices by Maximizing the Value of Existing Transportation Network (Identified in Appendix F)****Mountain Rides Transportation Authority**

Pre-Application ID: Pre-Gen-2014-MT-00061

Project Name: 5311 operating funds to support existing Mountain Rides fixed route system (Valley, Blue, Green

Project Description: This project will fund Mountain Rides' baseline fixed route services including our Valley Route (commuter fixed route that connects Bellevue, Hailey, Ketchum, and Sun Valley and rural Blaine County), the Blue Route (primary route connecting Ketchum and Sun Valley), the Red Route (primary route connecting Elkhorn neighborhoods with River Run and Ketchum), and the Green Route (primary route connecting parts of Blaine County and St. Luke's hospital with Ketchum and River Run). These routes see a wide demographic of users including youth, seniors, families, commuters, minorities, those with disabilities and tourists. Trip types on these routes include for work, school, shopping, recreation, and health care. Ridership remains strong and is productive on these routes with 12-17 passengers per hour, depending on route and time of year.

Dependent on other Project(s)? No

Project within MPO boundaries? No

 If yes, has the Project cleared the MPO Process? N/A

Funding 5311 \$975,000.00

Mountain Rides Transportation Authority

Pre-Application ID: Pre-Gen-2014-MT-00062

Project Name: 5310 Existing Mountain Rides' Hailey Route, Deviated Fixed Route.

Project Description: This existing deviated fixed route services a variety of community stakeholders including the City of Hailey, Blaine County Senior Connection, St. Luke's Hailey Medical Clinic, Blaine County Community Campus (community resource center), College of Southern Idaho, Blaine County Recreation District, Blaine Manor Senior Facility, Balmoral, Woodside, and Summit Apts. It provides connectivity for health care, shopping, community services (library, city, county offices). The Hailey Route also connects via timed transfers to Mountain Rides' Valley Route, which provides valley wide service primarily for commuters. This route is a public route, but it is set-up as a deviated fixed route to serve those who can't make it to the normal bus stops, including those who qualify under ADA.

Dependent on other Project(s)? No

Project within MPO boundaries? No

 If yes, has the Project cleared the MPO Process? N/A

Funding 5310 \$67,000.00

District: 4

Strategy#: 4A.L010 Expand Mobility Options for Special Needs Populations

Mountain Rides Transportation Authority

Pre-Application ID: Pre-Gen-2014-MT-00097

Project Name: Mountain Rides complimentary paratransit ADA service for those who live more than 3/4 of mile

Project Description: Funding under this grant provides ADA service for Mountain Rides riders that qualify under the ADA program and for trips that exceed 3/4 mile, which is above and beyond the standard 3/4 of mile required by ADA. As the population of our community ages, we are experiencing increased ADA demand. Many seniors have recently relocated to a new assisted care facility in Bellevue and require the ADA service to access shopping and community services. This service ensures that those ADA passengers who are outside of the 3/4 of mile, up to 2 miles from the fixed route, can have access to our services, which is critical for this population.

Dependent on other Project(s)? Yes

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5310 \$3,000.00

Strategy#: 4B.L001 Ensure a Variety of Affordable Mobility Services are Available in LMMN 4B as Detailed in Appendix D, with Emphasis on Services that Meet Performance Measures Agreed Upon by the Local Community.

Living Independence Network Corporation Pre-

Application ID: Pre-Gen-2014-LI-00084 Project

Name: 5310 Demand Response

Project Description: LINC purposes to provide people with disabilities and seniors with a voucher that will assist with the cost of a ride when they use one of our contractors. The 5310 program is intended to enhance mobility for seniors and persons with disabilities and LINC has been doing this successfully for many years. This would be for Region 4 B

Dependent on other Project(s)? No

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5310 \$200,000.00

District: 4

Strategy#: 4B.L001 Ensure a Variety of Affordable Mobility Services are Available in LMMN 4B as Detailed in Appendix D, with Emphasis on Services that Meet Performance Measures Agreed Upon by the Local Community.

Trans IV Buses (College of Southern Idaho)

Pre-Application ID: Pre-Gen-2014-TR-00004

Project Name: Ensure a variety of affordable Mobility Services are available in LMMN 4B,

Project Description: Provide demand response service to Twin Falls and the Magic Valley for the general public, Seniors, and the Handicapped. Provides most of the wheel chair transportation in Twin Falls and Jerome. Projected hours from 6:45 AM to 7 PM weekdays to extend service for people getting to and from work. Also demand response service between Burley and Twin Falls.

Dependent on other Project(s)? No

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5311 \$579,000.00

Strategy#: 4B.L014 Provide Capital Acquisition as Needed to Support Strategy 4B.L001

Trans IV Buses (College of Southern Idaho)

Pre-Application ID: Pre-Gen-2014-TR-00047

Project Name: Provide capital to replace 3 aging buses as needed to support strategy 4BL001

Project Description: To replace two 2006 cut away buses and one 2007 cut away bus that are used for Strategy 4B L001

Dependent on other Project(s)? Yes

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5311 \$156,400.00

District: 4**Strategy#: 4B.L019 Transit Development Plan for LMMN****City of Twin Falls**

Pre-Application ID: Pre-Gen-2014-TF-00060

Project Name: Creation of a Transit Development Plan for the City of Twin Falls

Project Description: The creation of a formal Transit Development Plan for Twin Falls (TFTDP) will identify the capital and human resources needed to provide increased mobility as the population of Twin Falls increases. It will evaluate potential route structures, service modes, operating times and frequency, operating costs, and capital implications. Creating the TFTDP will also provide a solid foundation for future funding requests. In 2013, Twin Falls adopted a 20-Year Strategic Plan in which specific initiatives, including the need to plan for and fund public transportation, were prioritized. The TFTDP will function as a working document alongside the Strategic Plan, providing flexibility to address changes in the community, economy, demographic patterns and federal and state laws and regulations. Twin Falls is projected to exceed 57,000 citizens by 2020 and be designated as an urban center. The TFTDP will allow the City to plan for those additional services that urban status will require.

Dependent on other Project(s)? No

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5311 \$40,000.00

Strategy#: 4C.L005 Implement Demand-Response Mobility Options in LMMN 4C**Living Independence Network Corporation Pre-**

Application ID: Pre-Gen-2014-LI-00085 Project

Name: 5310 Demand response

Project Description: LINC purposes to provide people with disabilities and seniors with a voucher that will assist with the cost of a ride when they use one of our contractors. The 5310 program is intended to enhance mobility for seniors and persons with disabilities and LINC has been doing this successfully for many years. This would be for Region 4C

Dependent on other Project(s)? No

Project within MPO boundaries? No

If yes, has the Project cleared the MPO Process? N/A

Funding 5310 \$120,000.00

Total Pre-Applications for District: 4 \$ 2,140,400.00

2014 Pre-Application Summary

District 4

5310

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|---|--------------|
| Living Independence Network Corporation | \$320,000.00 |
| Mountain Rides Transportation Authority | \$70,000.00 |

Total 5310 **\$390,000.00**

5311

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|--|--------------|
| City of Twin Falls | \$40,000.00 |
| Mountain Rides Transportation Authority | \$975,000.00 |
| Trans IV Buses (College of Southern Idaho) | \$735,400.00 |

Total 5311 **\$1,750,400.00**

Total Funds Requested for District \$2,140,400.00

District 5

5311

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|----------------------------|--------------|
| Pocatello Regional Transit | \$741,875.00 |
|----------------------------|--------------|

Total 5311 **\$741,875.00**

Total Funds Requested for District \$741,875.00

District 6

5310

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|---|-------------|
| Valley Vista Care - Lost River Area Transit | \$38,000.00 |
|---|-------------|

Total 5310 **\$38,000.00**

5311

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|---|----------------|
| City of Driggs | \$380,000.00 |
| City of Rexburg | \$64,889.00 |
| Lemhi County | \$117,500.00 |
| Southern Teton Area Rapid Transit (Town of Jackson) | \$90,000.00 |
| Targhee Regional Public Transportation Authority | \$1,493,060.00 |
| Teton County | \$50,000.00 |

Total 5311 **\$2,195,449.00**

Total Funds Requested for District \$2,233,449.00

Total 2014 Funds Requested \$9,612,007.00

Mountain Rides Agenda Item Summary

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|---|---|--------------------------|----------------------------------|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> | | |
| <u>From:</u> | <input type="text" value="Jason Miller and Wendy Crosby"/> | | |
| <u>Subject:</u> | <input type="text" value="5c. Approve submittal of Community Choices for Idaho grant application for East Fork bus pull-out and passenger waiting area (SW corner)"/> | | |
| <u>Committee Review:</u> | <input type="radio"/> yes | <u>Committee</u> | <input type="text" value="N/A"/> |
| | <input checked="" type="radio"/> no | <u>Purview:</u> | |
| <u>Previously discussed at board level:</u> | <input checked="" type="radio"/> yes | <input type="radio"/> no | |
| <u>Proposed Action:</u> | <input type="text" value="Approve"/> | | |
| <u>Fiscal Impact:</u> | <input type="text" value="FY2014 Facilities budget"/> | | |
| <u>Related Policy or Procedural Impact:</u> | <input type="text" value="Capital Improvement Plan"/> | | |
| <u>Background:</u> | <div><p>Mountain Rides continues to try to improve this intersection and pay for the improvements through a variety of funding sources. This grant would complete this project by funding the bus turn-out and passenger waiting area on the southwest corner of the intersection. This grant is being submitted to the Community Choices for Idaho grant funding source.</p><p>Mountain Rides previously received funding from CCI for the pathway from the northeast corner completed improvements to the Wood River Trail by building a pathway to link the two.</p></div> | | |

2014 Community Choices Pre-Application

APPLICANT INFORMATION:

Applicant:

Mountain Rides Transportation Authority

800 1st Ave North

Ketchum, ID 83340

Phone: (208) 788-7433

Fax: (866) 554-1103

Contact Person: Jason Miller

Title: Executive Director

Phone: (208) 788-7433

Email: jason@mountainrides.org

Co-Applicant/Sponsor (if different from Applicant):

Blaine County

Hailey ID 83333

Phone: (208) 788-5500

Email: amccleary@co.blaine.id.us

PROJECT INFORMATION:

Strategy Number: CC.0001

Strategy Name: Bicycle and Pedestrian - Infrastructure

Project Name:

Project Location (include street or trail name, city, county, and beginning/end points as applicable):

Southwest corner of Hwy. 75 and East Fork Rd. in Blaine County, ID.

Owner of project site or right-of-way: ITD is ROW owner but site is within Blaine County jurisdiction.

If the applicant or co-applicant is not the owner, please describe status of right-of-way acquisition process and/or agency coordination efforts, as applicable (note: right-of-way certification will be required with the final application):

Mountain Rides has an existing ROW encroachment permit in this area for these bus turn-outs.

Is the project located within the boundary of a Metropolitan Planning Organization (MPO)? No

Name of MPO:

By checking this box, I understand and acknowledge that I will need MPO approval if my project is within the boundary of an MPO.

Signed MPO Certification:

Please give a brief description of project (include all phases, if applicable):

This project is to add to on to existing improvements at this intersection. To date, Mountain Rides has constructed a bus turn-out and passenger shelter on the northeast corner of this intersection. Additionally, Mountain Rides has secured funding, but has not yet started construction, on improvements to the 3 other corners of the intersection (through ADA ramp funding) and a pedestrian pathway from the shelter on the northeast corner to the Wood River Trail, multi-use path (funded in the first round of Community Choices funding).

2014 Community Choices Pre-Application

What is being requested in this grant would leverage existing and planned improvements in order to create a passenger waiting area and bus turn-out on the southwest corner of this intersection, which is the last unfunded piece of infrastructure needed to provide complete pedestrian access to these two bus stops, which are the only mid-valley stops for the Mountain Rides' Valley Route.

This project would be completed in one phase, with construction in summer 2014 and coinciding with improvements to the ADA ramps and the construction of the pathway (previously funded) - the bidding and construction will be more efficient this way by combining the projects.

PROJECT COSTS:

Total Project Cost: \$25,000.00

Total Federal Funding requested: \$22,000.00

(cannot exceed more than 92.66% of total project cost)

Local Match Amount: \$3,000.00

(minimum 7.34% of total project cost)

Source of Match: Mountain Rides existing facilities fund balance.

Mountain Rides Agenda Item Summary

Date:

02/19/2014

From:

Wendy Crosby

Subject:

5d. Approve FY2013 excess operating fund calculation

Committee Review:

☒ yes

☐ no

Committee

Finance & Performance

Purview:

Previously
discussed at board
level:

☐ yes

☒ no

Proposed Action:

Approve

Fiscal Impact:

FY2014

Related Policy or
Procedural Impact:

Financial Policy 107- Excess Operating Funds

Background:

Under the guidelines of MRTA's Excess Operating Funds policy a calculation of Aggregate Excess Local Revenue was performed and is attached. It was determined that our operating fund budget was slightly under-funded this fiscal year with the additional, unexpected costs of insurance, both property and health care. Based on that, the F & P Committee recommended that \$20,000 of the FY2013 Aggregate Excess Local Revenue of \$45,982 be retained in the Operating Fund as Operating Carry Over from FY2013, in order to cover these expenses without service reductions.

The F & P Committee has recommended the remaining Net Excess Local Revenue of \$25,982 be transferred to the Facilities Fund to assist in FY2014 capital projects, specifically the Ketchum Hub, South Valley facility and East Fork improvements. Funding Partners' pro rata capital accounts would be increased to the levels outlined on the attached spreadsheet.

**FY2013 Excess Operating Funds and Transfer Funds
Calculation of Partners Pro Rata Share**

| | |
|--|-----------------|
| Aggregate Excess Revenue | \$45,982 |
| Aggregate Excess Local Revenues | \$45,982 |
| Total Transfers into Capital Funds during FY2013 | \$0 |
| Operating Carryover Amount | \$20,000 |
| Net Excess Local Revenue | \$25,982 |

| | |
|---------------------------------------|-----------|
| Total Local Revenue FY2013 | |
| Sun Valley Contribution to Revenue | \$250,000 |
| Ketchum Contribution to Revenue | \$522,610 |
| Blaine County Contribution to Revenue | \$123,500 |
| Hailey Contribution to Revenue | \$65,000 |
| Belleuve Contribution to Revenue | \$0 |
| Total Local Revenue FY2013 | \$961,110 |

| | |
|--------------------------|--------|
| Sun Valley pro rata % | 0.2601 |
| Ketchum pro rata % | 0.5438 |
| Blaine County pro rata % | 0.1285 |
| Hailey pro rata % | 0.0676 |
| Bellevue pro rata % | 0.0000 |
| Total | 1.0000 |

| | |
|--|----------|
| Sun Valley pro rata share of Net Excess Local Revenue | \$6,758 |
| Ketchum pro rata share of Net Excess Local Revenue | \$14,128 |
| Blaine County pro rata share of Net Excess Local Revenue | \$3,339 |
| Hailey pro rata share of Net Excess Local Revenue | \$1,757 |
| Bellevue pro rata share of Net Excess Local Revenue | \$0 |
| Total Net Excess Local Revenue | \$25,982 |

Capital Accounts

| | opening balance | FY2011 NET Excess Local Rev contribution | FY2012 direct contribution per BOD | FY2012 NET Excess Local Rev contribution | FY2013 direct contribution per BOD | FY2013 NET Excess Local Rev contribution | Cumulative |
|----------------------------|--------------------|---|--|---|--|---|------------|
| Sun Valley | 0 | \$29,674 | \$6,026 | \$0 | \$69,660 | \$6,758 | \$112,118 |
| Ketchum | 0 | \$49,220 | \$9,997 | \$0 | \$77,043 | \$14,128 | \$150,388 |
| Blaine County | 0 | \$12,067 | \$2,470 | \$0 | \$18,115 | \$3,339 | \$35,991 |
| Hailey | 0 | \$7,418 | \$1,507 | \$0 | \$9,543 | \$1,757 | \$20,226 |
| Bellevue | 0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 |
| | | \$98,379 | \$20,000 | \$0 | \$174,361 | \$25,982 | \$318,722 |
| SV Co | 0 | | 0 | | \$25,550 | | |
| total capital contribution | | | | | \$199,911 | | |

107: Excess Operating Funds

Issued: September 21, 2011

Revised:

Purpose: To set out MRTA policy regarding the methodology to establish: 1) the extent to which local operating funds remain unexpended at the end of the Fiscal Year ("FY"), 2) the amount thereof attributable to each member agency of MRTA, and 3) the allocation of unexpended operating funds to the Capital Budget.

POLICY

At the end of each fiscal year ("FY"), excess local operating funds are to be allocated to MRTA's Capital Budget and each member agency will be credited with its proportionate share of such excess local operating funds in the manner described below.

The amount of excess local operating funds will be determined by the following method:

At the end of each fiscal year the Business Manager/Treasurer will determine:

- 1) The amount by which total income for the applicable FY exceeds all expenses for that FY (hereinafter referred to as "**Aggregate Excess Revenues**"); and
- 2) From Aggregate Excess Revenues, the amount thereof that is attributable to funding provided by MRTA's member agencies (hereinafter referred to as "**Aggregate Excess Local Revenues**"); and
- 3) The amount of Aggregate Excess Local Revenues to be retained for cash flow purposes for the following fiscal year "hereinafter referred to as "**Operating Carry Over Amount**"; and
- 4) The amount remaining after the Operating Carry Over Amount is deducted from Aggregate Excess Local Revenues ("hereinafter referred to as **Net Excess Local Revenues**"); and
- 5) The portion of Net Excess Local Revenues that is attributable to each of MRTA's member agencies (hereinafter referred to as **Member Agency's Pro Rata Share**").

The following principles and procedures are applicable to the determination of the calculations described in the foregoing paragraph:

- 1) All calculations will be determined by the Business Manager/Treasurer by applying recognized accounting principles and methods pursuant to applicable standards adopted by the Government Accounting Standards Board (GASB) and any other applicable accounting standard; and
- 2) The Operating Carry Over Amount for any FY is subject to the review and approval of the MRTA Board of Directors. Such approval shall occur at the time of adoption of MRTA's Operating Budget however, due to timing of calculation of actual FY expenses, the Operating Carry Over Amount will be somewhat tentative and may be subject to adjustment following fiscal year end; and
- 3) The amount of Net Excess Operating Revenues is subject to revision to reflect any adjustments made to MRTA's financial statements as a result of recommendations made by MRTA's auditor after it completes its review of MRTA's financial statements for the applicable FY. The Member Agency's Pro Rata Share for any FY is subject to revision to reflect any such adjustments to MRTA's financial statements; and
- 4) Each Member Agency's Pro Rata Share will be determined by the Business Manager/Treasure as follows: Net Excess Local Revenues for the applicable FY will be multiplied by the fraction representing each Member Agency's Pro Rata Share. Each Member Agency's Pro Rata Share is a fraction, the numerator of which is the amount of the member agency's contribution to MRTA's Operating Budget for the applicable FY and the denominator of which is the aggregate amount of local funds contributed by MRTA's member agencies to fund MRTA's operating budget for the applicable FY, an example follows in Exhibit 1; and
- 5) Annually, and as soon as practicable following adoption of MRTA's Capital Budget, MRTA's Executive Director or his/her designee shall notify each member agency in writing of the amount credited to that Capital Budget as each Member Agency's Pro Rata Share, both for the current FY and in the aggregate with respect to prior FYs in which such an allocation was made.

Transfers from MRTA's operating fund to its capital funds will also be governed by this policy and allocated to MRTA's member agencies.

For the purpose of this Policy, "member agency" or "member agencies" means each and every entity that is a signatory to the Joint Powers Agreement creating MRTA, as amended from time to time.

This Policy shall be effective upon its adoption and shall be applied with respect to MRTA's Operating and Capital Budgets adopted for FY2012 and thereafter, and to all transfers from MRTA Operating to Capital Funds for FY2011.

Exhibit 1

FYE2011

| | |
|---------------------------------|-----------------|
| Aggregate Excess Revenue | \$75,000 |
| Aggregate Excess Local Revenues | \$75,000 |
| Operating Carryover Amount | \$50,000 |
| Net Excess Local Revenue | \$25,000 |

Total Local Revenue

| | |
|----------------------------|------------------|
| Sun Valley contribution | \$300,000 |
| Ketchum Contribution | \$497,610 |
| Blaine County Contribution | \$123,000 |
| Hailey Contribution | \$75,000 |
| Bellevue Contribution | \$0 |
| Total Local Revenue | \$995,610 |

| | |
|--------------------------|---------------|
| Sun Valley pro rata % | 0.3013 |
| Ketchum pro rata % | 0.4998 |
| Blaine County pro rata % | 0.1235 |
| Hailey pro rata % | 0.0753 |
| Bellevue por rata % | 0.0000 |
| Total | 1.0000 |

| | |
|--|-----------------|
| Sun Valley pro rata share of Net Excess Local revenue | \$7,533 |
| Ketchum pro rata share of Net Excess Local revenue | \$12,495 |
| Blaine County pro rata share of Net Excess Local revenue | \$3,089 |
| Hailey pro rata share of Net Excess Local revenue | \$1,883 |
| Bellevue pro rata share of Net Excess Local Revenue | \$0 |
| Total Net Excess Local Revenue | \$25,000 |

Mountain Rides Agenda Item Summary

Date: 02/19/2014

From: Jason Miller

Subject: 5e. Approve Strategic Initiatives for 2014

Committee Review: ☒ yes ☐ no Committee Purview: Both Committees

Previously discussed at board level: ☐ yes ☒ no

Proposed Action: Approve

Fiscal Impact: Incorporated in existing operating and capital budgets

Related Policy or Procedural Impact: Impacts the Capital Improvement Plan and annual transit service plan

Background:

Every year since Mountain Rides inception, we have carried out an annual strategic planning process early in the calendar year that sets the tone for the entire year, in terms of priority projects and overall direction. This year was no different and the resulting priorities from our 2014 annual strategic planning session are attached for approval.

This year the format is simplified and more focused, keeping the list of initiatives down to just 6. The hope is that this will be a more reasonable list on which we can make better progress without trying to take on too much; although, we are still aspiring to accomplish much in 2014.



Mountain Rides Strategic Initiatives 2014

Overview

In January of 2014, the Mountain Rides Transportation Authority Board of Directors met to discuss the overall strategy for the coming year, as well as look long term at the challenges and opportunities for the organization over the next 3-5 years. This annual strategic workshop sets the priorities for the coming year and beyond.

The themes of this year's meeting included:

- Movement on the air transportation front at Friedman that creates opportunity for ground transportation
- Mountain Rides' federal funding is under threat and could be significantly different if certain funding allocation models are put into place (for ex., funding allocation by county population or by disabled population could mean significant cuts to Mountain Rides)
- Board and staff structure may need improvements in order to succeed over the long term
- Many capital projects for Mountain Rides are underway and need significant time and effort to bring them to successful conclusion

The results of the 2014 meeting are incorporated into this plan and laid out according to the following initiatives.

Initiative #1 – Create 5 year Business Plan

The first idea to come out of the strategic session was to develop a clear 5 year business plan that shows all of our funding partners our assumptions about revenue, expenses, service levels, programming and staffing over the coming 5 years. This business plan would eliminate year to year confusion over where Mountain Rides is heading as an organization and, more importantly, what resources will be required to operate over the long term.

Our planning year to year has put the organization in a constant state of reacting to changes, as opposed to operating under the direction of a clear business plan that all of our funding partners can understand. From 2007-2012, Mountain Rides had a business plan in effect that guided the direction of the organization, the development of funding sources, the capital needs, and the service plan. Mountain Rides was very successful in carrying out this plan through 2012, with most goals met, but it is clear that we now need a new plan to guide the next 5 years.

The plan will be informed by and encompass some parts of many existing planning efforts including:

- 5 year Capital Improvement Plan
- 3-5 year Transit Service Plan

- Annual budget process
- Annual Marketing and Communications Plan

The timing for the development of this plan will be:

- ☐ March 2014 – outline of plan presented at joint committee meeting
- ☐ April 2014 – rough draft reviewed at joint committee meeting
- ☐ May 2014 – updated draft to be reviewed at joint committee meeting
- ☐ June 2014 – draft plan presented at regular board meeting and changes made
- ☐ July 2014 – plan adopted at regular board meeting
- ☐ September 2014 – service plan aspects of the plan incorporated into design of new schedule

✓ = Completed

Initiative #2 – Evaluate potential for dedicated portion of Local Option Tax

With the recent success of the 1% for air LOT initiative, there was much talk around how Mountain Rides could take advantage of a similar effort or at least work with our existing LOT funding partners to create some predictability. This effort would be to evaluate the possibility of Mountain Rides looking at dedicated sources of LOT funding, either from the cities or by taking it to the voters.

The advantages of this approach would be:

- A dedicated funding source, percentage or amount that would be predictable and has the potential growth incrementally with improving economy
- Eliminate current method of asking partners for budget requests and having to adjust service to the results of that process – creates a system that is dictated year to year by funds we receive and doesn't allow Mountain Rides to design the best, most efficient transit system
- Creates more transparency with the community on our long term direction
- Could possibly be supplemental to our existing LOT funding and increase our overall local funding, which is critical given declining federal funding

This approach to increasing LOT will require a lot of research and a very careful approach so as to not upset the current LOT funding that Mountain Rides is lucky to receive.

- ☐ April 2014 – evaluate our options for increasing LOT during the joint committee meeting and set a direction
- ☐ May – June 2014 – research possible avenues for this effort, develop alternatives and present to finance and performance committee
- ☐ July – August 2014 – talk with our funding partners and local legislators about our possibilities and likelihood of success under certain scenarios
- ☐ October 2014 – set a course of action, approved at the October 2014 board meeting

✓ = Completed

This effort is exploratory and may or may not result in any changes to the way Mountain Rides seeks local funding, but it must be done in order to figure out how Mountain Rides stays financially stable over the long term.

Initiative #3 – Implement new route that would connect to Friedman Airport

As the airport has been successful in developing more air service for our area, Mountain Rides has continued to get additional inquiries on how to get from Friedman to Ketchum and Sun Valley. The group discussed the fact that it is time to look at a Friedman service that could also act as a Valley Express route.

This new service would connect the airport, downtown Hailey, River Run, downtown Ketchum and Sun Valley staffing over the coming 5 years. It would run coinciding with airport service on a limited number of hours per day/week.

One acknowledgement the group made was that the service would still have to follow normal public transportation with a fixed schedule, fixed stops and limited room for luggage. Many other airports have public transportation connections, and it is up to Mountain Rides to explain the limitations of our service. However, this service has potential because:

- It fits with community goals for better air service and ground transportation for those guests once they arrive
- There is demand based on requests we receive (one of top customer questions is whether we go to the airport)
- With additional funding through 1% for air, there is additional LOT that could be used to support this service
- This service could supplement the Valley Route by serving many of the same stops that Valley Route serves and providing Express Valley Route service, which is something we have been discussing for many years and would like to implement

By investigating this option, Mountain Rides is staying true to its mission, vision and goals of being the one-stop transportation provider in Blaine County. Without a solid airport connection, Mountain Rides is doing all it can do to be that one-stop provider that has seamless, safe and efficient options. Fare revenue on this route could be higher than other routes, and this service may be an attractive service that our existing local funding partners want to help fund. To do so, we must:

- ☐ April 2014 – create plan of action at joint committee meeting
- ☐ May 2014 – research possibilities and have discussions with local funding partners, Friedman Airport and the new 1% for Air board
- ☐ June 2014 – craft a draft plan at joint committee meeting
- ☐ July 2014 – adopt new service plan for this airport link at regular board meeting
- ☐ July – October 2014 – create service plan (route, schedule, fares, costs) and incorporate into new service plan starting Thanksgiving

✓ = Completed

With careful planning and community coordination, this new service has the potential to increase Mountain Rides visibility, ridership and value to the community, especially the tourist economy. It has the added benefit of getting Mountain Rides more ridership during a guest's entire stay, because we will have set them up for riding the bus while they are here, as opposed to renting a car.

Initiative #4 – Focus on completion of capital projects

The group discussed the fact that Mountain Rides has numerous capital projects already underway to limit staff's ability to take on new initiatives that might be included in the 2014 Strategic Initiatives Plan. These projects include:

- The Route Match Technology project
- The downtown Ketchum intermodal center
- South Valley Maintenance and Storage Facility
- East Fork bus stop improvements to all 4 intersection corners
- Bike share expansion

Everyone acknowledged that these were all important projects and that we needed to keep the focus on these projects so that they come to successful conclusions. With so many moving parts and interdependent pieces, the board is looking for more organization and understanding of what is required to get these projects completed successfully.

In order to keep these projects on track the board requested project road maps that spell out exactly what is happening when and who is getting it done.

- ☐ March 2014 – joint committee review of project plans with tasks, timelines and interdependency identified
- ☐ April 2014 – approve project plans and continue to move forward on the projects
- ☐ April 2014 – Route Match project final acceptance
- ☐ May 2014 – bid awarded on hub. For South Valley Facility, land secured, CUP approved and EPA environmental process complete
- ☐ June 2014 – East Fork bus stops improvements bid, awarded and completed. Bikeshare launched and fully operational in both Ketchum and Hailey
- ☐ July 2014 – bid awarded on design of south valley facility
- ☐ September 2014 – construction begins on hub. South Valley facility design complete and ground breaking
- ☐ October 2014 – Hub construction complete
- ☐ November 2014 – South Valley facility under shell

✓ = Completed

Initiative #5 – Update Mountain Rides brand incrementally

The group discussed the need to freshen up the look and feel of Mountain Rides brand. With the downtown Ketchum hub project moving forward and under construction by this summer, there is an opportunity to improve our signage, including the look and feel of our logo and the way it is applied not only to shelters but also to buses and printed materials.

One successful way to do this is to engage the arts committee to create an art in transit program. Many other communities have done this with great success, and, given our art community, Mountain Rides could use a similar strategy. This approach has the advantages of:

- Engaging the broader community on transit
- Creating interest and vibrancy to our product

- Generating goodwill
- Leveraging resources

This project can get started in earnest with the delivery of the new bus, as this gives us a clean slate and funding for the graphics included in the purchase of the bus. The timing of the entire project looks like:

- ☐ February 2014 – discuss general components and approach with Planning and Marketing Committee, as well as beginning discussions with the Ketchum Arts Commission, Sun Valley Center for the Arts and Windy City on new application of logo onto buses
- ☐ March 2014 - Planning and Marketing committee review of new Mountain Rides bus graphics and community art designed for the new bus. Graphics applied
- ☐ April 2014 – signage developed for new hub project and reviewed by joint committee. Production to start on new signage for the hub
- ☐ May 2014 – June 2014 – evaluate doing 2-3 additional buses with the new logo and community art aspects
- ☐ September/October 2014 – in conjunction with opening of the new downtown Ketchum hub, roll out additional buses so that all buses reflect the new art in transit theme for those buses that will serve the hub
- ☐ Beyond November 2014 – continue to look for funding opportunities to complete the remaining buses in the fleet

✓ = Completed

This project will accomplish several goals that relate to our mission, vision and goals. It will better connect Mountain Rides with the broader community, save Mountain Rides money by developing simpler, easier to maintain graphics, create community goodwill and excitement around our services, and give us a better looking end product.

Initiative #6 – Refine board structure and organizational structure

As we move forward with many challenges and a changing environment facing Mountain Rides, it was agreed that one of the strategic initiatives for 2014 should be evaluating board and staff structure. For the board, there was thought that:

- Board structure needs to be improved to provide better succession planning
- All jurisdictions should share the load in filling officer seats
- Vacancies on the board need to be planned for and filled in a thoughtful way
- Overall workload needs to be reduced if at all possible in order to ensure board member's time is used effectively

To this end, the group agreed it would make sense to take a look at the guiding documents like the adopted by-laws and make some improvements. The group also liked the idea of changing the committee meeting structure to be extremely efficient and focused on high level issues. It was also noted that for the short term, we need to have a joint committee meeting as a standing meeting. The group decided the following schedule should be tried:

1:00 – 1:30p Planning and Marketing

1:30 – 2:30p Joint board workshop meeting

The board also discussed the need to possibly restructure the organization in order to provide better support and better overall functioning. With an upcoming management training session for the Executive Director, this will provide the opportunity to look at the organization and make changes as needed to improve the overall functioning of Mountain Rides. The management session occurs in early April, after which time Jason Miller will bring suggestions back to the board on possible restructure options with the goal of having the updated structure in place by mid-May.

And getting the by-laws up to date will require:

- ☐ May 2014 – legal review by Mountain Rides counsel on existing by-laws
- ☐ June 2014 – joint committee review of legal comments plus additions that are needed
- ☐ July 2014 – draft of new by-laws available for joint committee review and changes
- ☐ August 2014 – legal review of all changes and adoption at regular board meeting.

✓ = Completed

Vision, Mission, and Goals

All of the initiatives for 2014 are related to our vision, mission goals. This year, the group didn't discuss the vision, mission and goals because it was felt that the current ones are serving us well. As a reminder the vision, mission and goals are stated here.

The stated vision of Mountain Rides is:

To be the sustainable transportation backbone of Blaine County and adjacent communities in order to improve the livability and attractiveness of the region

The central purpose and role of Mountain Rides is to:

Manage transportation demand by providing access and mobility to those who live, work, or visit Blaine County with service alternatives (including walking, biking, rideshare, vanpool, car share, custom buses, fixed route bus, rail systems, gondolas, telecommuting and transportation counseling) to the single occupancy vehicle that are environmentally sustainable, energy efficient, attractive, safe, convenient, reliable, and cost-effective.

The business goals of Mountain Rides are:

1. Provide and advocate for transportation solutions in Blaine County that reduce the number of single occupancy vehicle trips.
2. Maintain and develop sources of short and long term, sustainable funding support.
3. Provide transportation solutions that are cost effective.
4. Promote knowledge and increase awareness of transportation issues and the impact of transportation choices.
5. Promote regional cooperation on transportation issues in order to help fulfill all of Mountain Rides' other goals.

2014 Success Factors

In order to execute for 2014, Board and staff discussed what is needed to support the activities of Mountain Rides. It was agreed that, by and large, Mountain Rides structure is well suited for the work ahead in 2014. In particular, it was agreed that:

- Continuing to tell the story of the importance and relevance of Mountain Rides to all of our funding partners is a critical activity
- Follow the Marketing and Communications plan and implementing the strategies will help grow support and ridership, even as service is flat or declining
- Board and staff must communicate effectively internally so that we can all be aware of what Mountain Rides is doing, what direction we are heading and how all the pieces fit together
- Capital planning must continue and improve, in light of lowered capital funding. Mountain Rides must look at creative ways to meet capital needs and evaluate other possibilities like refurbishing buses instead of buying new

Conclusion

With improved goals, clearer objectives that measure the goals, and achievable strategies for 2014, Mountain Rides will continue to operate a best in class organization that continues to be a model for regional, multi-modal transportation organizations.



Mountain Rides Strategic Initiatives 2014 Calendar

Initiative #1 – Create 5 year Business Plan

Initiative #2 – Evaluate potential for dedicated portion of Local Option Tax

Initiative #3 – Implement new route that would connect to Friedman Airport

Initiative #4 – Focus on completion of capital projects

Initiative #5 – Update Mountain Rides brand incrementally

Initiative #6 – Refine board structure and organizational structure

| Month | Initiative | Mountain Rides Strategic Initiatives 2014 Calendar | Date Completed |
|----------|----------------------------------|--|----------------|
| January | | | |
| February | #5 | Discuss general components and approach with P&M committee, as well as beginning discussions with the Ketchum Arts commission, Sun Valley Center for the Arts and Windy City on new application of logo onto buses | |
| March | #1 #4 #5 | Outline of plan presented at joint committee meeting Joint committee review of project plans with tasks, timelines and interdependency identified P&M committee review of new MR bus graphics and community art designed for the new bus; graphics applied | |
| April | #1 #2 #3 #4 #5 | Rough draft reviewed at joint committee meeting Evaluate our options for increasing LOT during the joint committee meeting and set a direction Create plan of action at joint committee meeting Approve project plans and continue to move forward on the projects; RouteMatch project final acceptance Signage developed for new HUB project and reviewed by joint committee; production to start on new signage for the Hub | |
| May | #1 #2 #3 #4 #5 #6 | Updated draft to be reviewed at joint committee meeting Research possible avenues for this effort, develop alternatives and present to F&P committee Research possibilities and have discussions with local funding partners, Friedman Airport and the new 1% for Air board Bid awarded on Hub; for South Valley facility, land secured, CUP approved and EPA environmental process complete Evaluate doing 2-3 additional buses with the new logo and community art aspects Legal review by MR counsel on existing by-laws | |
| June | #1 #3 #4 #6 | Draft plan presented at regular board meeting and changes made Craft a draft plan at joint committee meeting East Fork bus stop improvements bid awarded and completed; Bikeshare launched and fully operational in both Ketchum and Hailey Joint committee review of legal comments plus additions that are needed | |



Mountain Rides Strategic Initiatives 2014 Calendar

Initiative #1 – Create 5 year Business Plan

Initiative #2 – Evaluate potential for dedicated portion of Local Option Tax

Initiative #3 – Implement new route that would connect to Friedman Airport

Initiative #4 – Focus on completion of capital projects

Initiative #5 – Update Mountain Rides brand incrementally

Initiative #6 – Refine board structure and organizational structure

| Month | Initiative | Mountain Rides Strategic Initiatives 2014 Calendar | Date Completed |
|-----------|------------|--|----------------|
| July | #1 | Plan adopted at regular board meeting | |
| | #2 | Talk with our funding partners and local legislators about our possibilities and likelihood of success under certain scenarios | |
| | #3 | Adopt new service plan for this airport link at regular board meeting; create service plan (route, schedule, fares, costs) and incorporate into new service plan starting Thanksgiving | |
| | #4 | Bid awarded on design of South Valley facility | |
| | #6 | Draft of new by-laws available for joint committee review and changes | |
| August | #6 | Legal review of all changes and adoption at regular board meeting | |
| September | #1 | Service plan aspects of the plan incorporated into design of new schedule | |
| | #4 | Construction begins on the Hub; South Valley facility design complete and ground breaking | |
| | #5 | In conjunction with opening of the new downtown Ketchum Hub, roll out additional buses so that all buses reflect the new art in transit theme for those buses that will serve the Hub | |
| October | #2 | Set a course of action, approved at the October 2014 board meeting | |
| | #4 | Hub construction complete | |
| November | #4 | South Valley facility under shell | |
| | #5 | Continue to look for funding opportunities to complete the remaining buses in fleet | |
| December | | | |

Mountain Rides Agenda Item Summary

| | |
|---|--|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> |
| <u>From:</u> | <input type="text" value="Jason Miller"/> |
| <u>Subject:</u> | <input type="text" value="5f. Approve updated board meeting calendar for remainder of 2014"/> |
| <u>Committee Review:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no |
| <u>Committee Purview:</u> | <input type="text" value="Both Committees"/> |
| <u>Previously discussed at board level:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no |
| <u>Proposed Action:</u> | <input type="text" value="Approve"/> |
| <u>Fiscal Impact:</u> | <input type="text" value="n/a"/> |
| <u>Related Policy or Procedural Impact:</u> | <input type="text"/> |
| <u>Background:</u> | <div><p>At the strategic planning workshop the group discussed the idea of changing the committee meeting structure to be extremely efficient and focus on high level issues. It was also noted that for the short term, we need to have a joint committee meeting as a standing meeting.</p><p>The group decided the following schedule should be tried: 1:00 – 1:30p Planning and Marketing 1:30 – 2:30p Joint board workshop meeting 2:30 – 3:00p Finance and Performance.</p><p>In order to inform the public, we have always adopted this schedule at the beginning of each calendar year.</p><p>Please find the new schedule attached.</p></div> |



**PUBLIC NOTICE –
NOTICE OF MEETING DATES
Mountain Rides Transportation Authority
Board Meetings & Committee Meetings for Calendar Year 2014**

All board meetings and committee meetings are always open to the public

REGULAR BOARD MEETINGS

WHEN? The 3rd Wednesday of every month at 12:00 pm
WHERE? Ketchum City Council Chamber Meeting Room, Ketchum City Hall (480 East Ave. N., Ketchum, ID)

DATES for 2014

January 15th, February 19th, March 19th, April 16th, May 21st, June 18th, July 16th,
August 20th, September 17th, October 15th, November 19th, December 17th

MARKETING AND PLANNING COMMITTEE

WHEN? The 1st Wednesday of every month at 1:00 pm
WHERE? Webb Landscape conference room, 191 8th Street, Suite D, Ketchum, ID

DATES for 2014

February 5th, March 5th, April 2nd, May 7th, June 4th, July 2nd, August 6th,
September 3rd, October 1st, November 5th, December 3rd

SPECIAL BOARD WORKSHOP

WHEN? The 1st Wednesday of every month at 1:30 pm
WHERE? Webb Landscape conference room, 191 8th Street, Suite D, Ketchum, ID

DATES for 2014

February 5th, March 5th, April 2nd, May 7th, June 4th, July 2nd, August 6th,
September 3rd, October 1st, November 5th, December 3rd

FINANCE AND PERFORMANCE COMMITTEE

WHEN? The 1st Wednesday of every month at 2:30 pm
WHERE? Webb Landscape conference room, 191 8th Street, Suite D, Ketchum, ID

DATES for 2014

February 5th, March 5th, April 2nd, May 7th, June 4th, July 2nd, August 6th,
September 3rd, October 1st, November 5th, December 3rd

NOTE: Agendas will be produced for each meeting at least 48 hours in advance of the meeting. Public information on agenda items is available from the Mountain Rides office at 800 1st Ave N. or 208-788-7433. Any person needing special accommodation to attend the above noticed meeting should contact Mountain Rides three days prior to the meeting at 208-788-7433.

Mountain Rides Agenda Item Summary

| | | | |
|---|--|--------------------------|----------------------|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> | | |
| <u>From:</u> | <input type="text" value="Susan McBryant"/> | | |
| <u>Subject:</u> | <input type="text" value="5g. Approve nominations for CTAI/ITD leadership award"/> | | |
| <u>Committee Review:</u> | <input type="radio"/> yes | <u>Committee</u> | <input type="text"/> |
| | <input checked="" type="radio"/> no | <u>Purview:</u> | |
| <u>Previously discussed at board level:</u> | <input checked="" type="radio"/> yes | <input type="radio"/> no | |
| <u>Proposed Action:</u> | <input type="text" value="Approve"/> | | |
| <u>Fiscal Impact:</u> | <input type="text" value="none"/> | | |
| <u>Related Policy or Procedural Impact:</u> | <input type="text" value="none"/> | | |
| <u>Background:</u> | <div><p>CTAI and ITD collaborate to offer an annual leadership award to leadership personnel in the industry who are performing at a high rate. An award is also awarded for high performing transit authorities and innovative programs.</p><p>The no-cash no-all-expenses-paid-vacation award is honorary in nature, but brings the spotlight onto both the individual and the organization. Receiving any of these awards will reflect positively when the annual disbursement of federal funds occurs.</p></div> | | |

**2014 I-way Leadership Awards
Community Partnerships, Coordinated Solutions**

Nominations Due: March 3, 2014

NOMINATIONS FOR 2014 I-WAY LEADERSHIP AWARDS ARE NOW BEING ACCEPTED!

The I-way Leadership Award is a way to recognize leadership and innovation for effective coordination of mobility options in Idaho. The award is co-sponsored by the Community Transportation Association of Idaho (CTAI) and the Idaho Transportation Department, Division of Transportation Performance (ITD).

Three (3) awards will be provided to a project, individual, agency, or process that receives the most points based on the selection criteria.

Nomination process:

- All nominations must be submitted online through the link below.
- Anyone may nominate an individual, project, agency or process (self-nominations are accepted).
- Submittal of all components are due by **March 3, 2014.**

Selection Criteria:

- The extent the nomination specifically reflects the I-way vision
- The extent of the partnership and coordination effort for the nomination
- The extent the nomination offers an innovative solution to transportation needs
- The extent the nomination leverage other resources
- The extent the nomination increases availability of mobility options, enhances service delivery, generates economic benefits, or supports environmental quality

Awardees will be:

- Recognized at the Idaho Transportation Board meeting conducted in their respective districts.
- Receive a plaque to highlight their achievement.
- Receive a letter of recognition describing their accomplishment.
- Be featured on the I-way website, www.i-way.org.

For more information about the 2014 I-way Leadership Awards contact Heather Wheeler at 208-344-2354 or via e-mail at hmwheeler@ctai.org.

To submit a nomination, go to https://www.surveymonkey.com/s/2014_I-way_Leadership_Awards

Submittal of all components are due by March 3, 2014

Mountain Rides Agenda Item Summary

| | | | |
|---|---|---------------------------|----------------------------------|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> | | |
| <u>From:</u> | <input type="text" value="Jason Miller"/> | | |
| <u>Subject:</u> | <input type="text" value="5h. Approve Federal Transit Administration Certifications and Assurances for FY2014"/> | | |
| <u>Committee Review:</u> | <input type="radio"/> yes <input checked="" type="radio"/> no | <u>Committee Purview:</u> | <input type="text" value="N/A"/> |
| <u>Previously discussed at board level:</u> | <input type="radio"/> yes <input checked="" type="radio"/> no | | |
| <u>Proposed Action:</u> | <input type="text" value="Approve"/> | | |
| <u>Fiscal Impact:</u> | <input type="text" value="FY14"/> | | |
| <u>Related Policy or Procedural Impact:</u> | <input type="text"/> | | |
| <u>Background:</u> | <div><p>We must approve the FTA certifications and assurances annually. These certifications and assurances (attached) provide verification to FTA that Mountain Rides understands and complies with all applicable rules and guidelines for receiving FTA funds. Upon approval, legal counsel will sign the Affirmation of Applicant's Attorney and then the Authorized Representative (the Executive Director) must go to the FTA online system called TEAM-Web and certify in each of the areas shown.</p></div> | | |

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

PREFACE

Except as the Federal Transit Administration (FTA or We) determines otherwise in writing, before FTA may award Federal transit assistance (funding or funds) to support a public transportation Project, an Authorized Representative (You) of the Project sponsor (Applicant) must select certain Certifications and Assurances required by Federal law or regulation. The Authorized Representative must be duly authorized by the Applicant to, among other things, sign these Certifications and Assurances and bind the Applicant's compliance. You, as the Authorized Representative, must select all Certifications and Assurances required of your Applicant (or it) to support its applications for FTA funding during Federal fiscal year (FY) 2014.

We request that you read each Certification and Assurance and select those that will apply to all Projects for which your Applicant might seek FTA funding. As required by Federal law and regulation, only if you select adequate Certifications and Assurances on your Applicant's behalf, may FTA award Federal funding for its Project.

We have consolidated our Certifications and Assurances into twenty-four (24) Groups. At a minimum, you must select the Assurances in Group 01 on your Applicant's behalf. If your Applicant requests more than \$100,000, you must also select the "Lobbying" Certification in Group 02, unless it is an Indian tribe or organization or a tribal organization. Depending on the nature of your Applicant and its Project, you may also need to select some Certifications and Assurances in Groups 03 through 24. However, instead of selecting individual Groups of Certifications and Assurances, you may make a single selection that will encompass all twenty-four (24) Groups of Certifications and Assurances that apply to all our programs.

FTA, your Applicant, and you understand and agree that not every provision of these twenty-four (24) Groups of Certifications and Assurances will apply to every Applicant or every Project FTA funds even if you make a single selection encompassing all twenty-four (24) Groups. Nor will every provision of all Certifications and Assurances within a single Group apply if that provision does not apply to your Applicant or its Project. The type of Project and Applicant will determine which Certifications and Assurances apply.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant(s) to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

If your Applicant is a team, a consortium, a joint venture, or a partnership, it understands and agrees that you must identify the activities each member will perform and the extent to which each member will be responsible for compliance with the

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

Certifications and Assurances you select on its behalf, except as FTA determines otherwise in writing.

It is important that your Applicant and You also understand that these Certifications and Assurances are pre-award requirements, generally imposed by Federal law or regulation, and do not include all Federal requirements that may apply to it or its Project. Our FTA Master Agreement MA(20) for Federal FY 2014, available at <http://www.fta.dot.gov>, contains a list of most of those requirements.

We expect You to submit your Applicant's FY 2014 Certifications and Assurances and its applications for funding in TEAM-Web. You must be registered in TEAM-Web to submit the FTA FY 2014 Certifications and Assurances on its behalf. The TEAM-Web "Recipients" option at the "Cert's & Assurances" tab of the "View/Modify Recipients" page contains fields for selecting among the twenty-four (24) Groups of Certifications and Assurances and a designated field for selecting all twenty-four (24) Groups of Certifications and Assurances. If FTA agrees that you cannot submit your Applicant's FY 2014 Certifications and Assurances electronically, you must submit the Signature Page(s) in Appendix A of this Notice, as FTA directs, marked to show the Groups of Certifications and Assurances it is submitting.

Be aware that these Certifications and Assurances have been prepared in light of:

- *FTA's latest authorization legislation, Moving Ahead for Progress in the 21st Century Act (MAP-21), Pub. L. 112-141, June 6, 2012,*
- *The Continuing Appropriations Act, 2014, Pub. L. 113-46, October 17, 2013,*
- *The Consolidated and Further Continuing Appropriations Act, 2013, Pub. L. 113-6, March 26, 2013,*
- *The Continuing Appropriations Resolution, 2013 (CR), Pub. L. 112-175, September 28, 2012, and*
- *FTA's authorizing legislation in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply.*

With certain exceptions, Projects financed in FY 2014 with funds appropriated or made available for FY 2012 or a previous fiscal year must be in compliance with the requirements for that type of Project in effect during the fiscal year for which the funding was derived, except as superseded by MAP-21 cross-cutting requirements that apply.

GROUP 01. REQUIRED CERTIFICATIONS AND ASSURANCES FOR EACH APPLICANT.

Before FTA may provide funding for your Applicant's Project, in addition to any other Certifications and Assurances that you must select on behalf of your Applicant, you must also select the Certifications and Assurances in Group 01, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications and Assurances in Group 01 that does not apply will not be enforced.

1.A. Assurance of Authority of the Applicant and Its Authorized Representative.

You certify that both you, as your Applicant's Authorized Representative, and your Applicant's attorney, who is authorized to represent the Applicant in legal matters, who sign these Certifications, Assurances, and Agreements, may undertake the following activities on its behalf, in compliance with applicable State, local, or Indian tribal laws and regulations, and its by-laws or internal rules:

1. Execute and file its application for Federal funds,
2. Execute and file its Certifications, Assurances, and Agreements binding its compliance,
3. Execute Grant Agreements or Cooperative Agreements, or both, with FTA,
4. Comply with applicable Federal laws and regulations, and
5. Follow applicable Federal guidance.

1.B. Standard Assurances.

On behalf of your Applicant, you assure that it understands and agrees to the following:

1. It will comply with all applicable Federal statutes and regulations to carry out any FTA funded Project,
2. It is under a continuing obligation to comply with the terms and conditions of the FTA Grant Agreement or Cooperative Agreement for its Project, including the FTA Master Agreement incorporated by reference and made part of the latest amendment to that Grant Agreement or Cooperative Agreement,
3. It recognizes that Federal laws and regulations may be amended from time to time and those amendments may affect Project implementation,
4. It understands that Presidential executive orders and Federal guidance, including Federal policies and program guidance, may be issued concerning matters affecting it or its Project,
5. It agrees that the most recent Federal laws, regulations, and guidance will apply to its Project, except as FTA determines otherwise in writing,
6. In light of recent FTA legislation applicable to FTA, except as FTA determines otherwise in writing, it agrees that requirements for FTA programs may vary depending on the fiscal year for which the funding for those programs was appropriated:
 - a. In some instances, FTA has determined that Federal statutory or regulatory

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

program and eligibility requirements for FY 2012 or a specific previous fiscal year, except as superseded by applicable MAP-21 cross-cutting requirements, apply to:

- (1) New grants and cooperative agreements, and
- (2) New amendments to grants and cooperative agreements that:
 - (a) Have been awarded Federal funds appropriated or made available for FY 2012 or the previous fiscal year, or
 - (b) May be awarded Federal funds appropriated or made available for FY 2012 or the previous fiscal year, but
- b. In other instances, FTA has determined that MAP-21 will apply to the Federal funds appropriated or made available for FY 2012 or a previous fiscal year, and
- c. For all FTA funded Projects, the following MAP-21 cross-cutting requirements supersede conflicting provisions of previous Federal law and regulations:
 - (1) Metropolitan and Statewide and Nonmetropolitan Transportation Planning,
 - (2) Environmental Review Process,
 - (3) Public Transportation Agency Safety Plans,
 - (4) Transit Asset Management Provisions (and Asset Inventory and Condition Reporting),
 - (5) Costs Incurred by Providers of Public Transportation by Vanpool,
 - (6) Revenue Bonds as Local Match,
 - (7) Debt Service Reserve,
 - (8) Government's Share of Cost of Vehicles, Vehicle-Equipment, and Facilities for ADA and Clean Air Act Compliance,
 - (9) Private Sector Participation,
 - (10) Bus Testing,
 - (11) Buy America,
 - (12) Corridor Preservation,
 - (13) Rail Car Procurements,
 - (14) Veterans Preference/Employment,
 - (15) Alcohol and Controlled Substance Testing, and
 - (16) Other provisions as FTA may determine.¹

1.C. Intergovernmental Review Assurance.

(The assurance in Group 01.C does not apply to an Indian tribe, an Indian organization or a tribal organization that applies for funding made available for FTA's Tribal Transit Programs authorized by 49 U.S.C. 5311(c)(1).

As required by U.S. Department of Transportation (U.S. DOT) regulations, "Intergovernmental Review of Department of Transportation Programs and Activities," 49 CFR part 17, on behalf of your Applicant, you assure that your Applicant has

¹ More information about these matters appears in the Federal Transit Administration, "Notice of FTA Transit Program Changes, Authorized Funding Levels and Implementation of the Moving Ahead for Progress in the 21st Century Act (MAP-21) and FTA FY 2013 Apportionments, Allocations, Program Information and Interim Guidance," 77 Fed. Reg. 663670, Oct. 16, 2012.

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

submitted or will submit each application for Federal funding to the appropriate State and local agencies for intergovernmental review, to facilitate compliance with those regulations.

1.D. Nondiscrimination Assurance.

On behalf of your Applicant, you assure that:

1. It will comply with the following laws and regulations so that no person in the United States will be denied the benefits of, or otherwise be subjected to, discrimination in any U.S. DOT or FTA funded program or activity (particularly in the level and quality of transportation services and transportation-related benefits) on the basis of race, color, national origin, religion, sex, disability, or age:
 - a. Federal transit laws, specifically 49 U.S.C. 5332 (prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, age, employment, or business opportunity),
 - b. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d,
 - c. The Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*,
 - d. The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*,
 - e. U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR part 21,
 - f. U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
 - g. Any other applicable Federal statutes that may be signed into law or Federal regulations that may be promulgated,
2. It will comply with Federal guidance implementing Federal nondiscrimination laws and regulations, except to the extent FTA determines otherwise in writing,
3. As required by 49 CFR 21.7:
 - a. It will comply with 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21 in the manner:
 - (1) It conducts each Project,
 - (2) It undertakes property acquisitions, and
 - (3) It operates its Project facilities, including:
 - (a) Its entire facilities, and
 - (b) Its facilities operated in connection with its Project,
 - b. This assurance applies to its entire Project and to all parts of its facilities, including the facilities it operates to implement its Project,
 - c. It will promptly take the necessary actions to carry out this assurance, including:
 - (1) Notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA, and
 - (2) Submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request,
 - d. If it transfers FTA funded real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination:

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

- (1) While the property is used for the purpose that the Federal funding is extended, and
 - (2) While the property is used for another purpose involving the provision of similar services or benefits,
 - e. The United States has a right to seek judicial enforcement of any matter arising under:
 - (1) Title VI of the Civil Rights Act, 42 U.S.C. 2000d,
 - (2) U.S. DOT regulations, 49 CFR part 21, and
 - (3) This assurance,
 - f. It will make any changes in its Title VI implementing procedures, as U.S. DOT or FTA may request, to comply with:
 - (1) Title VI of the Civil Rights Act, 42 U.S.C. 2000d,
 - (2) U.S. DOT regulations, 49 CFR part 21, and
 - (3) Federal transit laws, 49 U.S.C. 5332,
 - g. It will comply with Federal guidance issued to implement Federal nondiscrimination requirements, except as FTA determines otherwise in writing,
 - h. It will extend the requirements of 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21 to each Third Party Participant, including any:
 - (1) Subrecipient,
 - (2) Transferee,
 - (3) Third Party Contractor or Subcontractor at any tier,
 - (4) Successor in Interest,
 - (5) Lessee, or
 - (6) Other participant in its Project, except FTA and the Applicant (that later becomes the Recipient),
 - i. It will include adequate provisions to extend the requirements of 49 U.S.C. 5332, 42 U.S.C. 2000d, and 49 CFR part 21 to each third party agreement, including each:
 - (1) Subagreement at any tier,
 - (2) Property transfer agreement,
 - (3) Third party contract or subcontract at any tier,
 - (4) Lease, or
 - (5) Participation agreement, and
 - j. The assurances you have made on its behalf remain in effect as long as FTA determines appropriate, including, for example, as long as:
 - (1) Federal funding is extended to its Project,
 - (2) Its Project property is used for a purpose for which the Federal funding is extended,
 - (3) Its Project property is used for a purpose involving the provision of similar services or benefits,
 - (4) It retains ownership or possession of its Project property, or
 - (5) FTA may otherwise determine in writing, and
- 4. As required by U.S. DOT regulations, “Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance,” 49 CFR part 27, specifically 49 CFR 27.9, and consistent with 49 U.S.C.

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

5307(c)(1)(D)(ii), you assure that:

- a. It will comply with the following prohibitions against discrimination on the basis of disability listed in Group 1.D.4.b below, of which compliance is a condition of approval or extension of any FTA funding awarded to:
 - (1) Construct any facility,
 - (2) Obtain any rolling stock or other equipment,
 - (3) Undertake studies,
 - (4) Conduct research, or
 - (5) Participate in or obtain any benefit from any FTA administered program, and
- b. In any program or activity receiving or benefiting from Federal funding that U.S. DOT administers, no qualified people with a disability will, because of their disability, be:
 - (1) Excluded from participation,
 - (2) Denied benefits, or
 - (3) Otherwise subjected to discrimination.

1.E. Suspension and Debarment Certification.

On behalf of your Applicant, you certify that:

1. It will comply and facilitate compliance with U.S. DOT regulations, “Nonprocurement Suspension and Debarment,” 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) “Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement),” 2 CFR part 180,
2. To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:
 - a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently:
 - (1) Debarred,
 - (2) Suspended,
 - (3) Proposed for debarment,
 - (4) Declared ineligible,
 - (5) Voluntarily excluded, or
 - (6) Disqualified,
 - b. Its management has not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for:
 - (1) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction,
 - (2) Violation of any Federal or State antitrust statute, or
 - (3) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property,
 - c. It is not presently indicted for, or otherwise criminally or civilly charged by a

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

- governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding subsection 1.E.2.b of this Certification,
- d. It has not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this Certification,
 - e. If, at a later time, it receives any information that contradicts the statements of subsections 2.a – 2.d above, it will promptly provide that information to FTA,
 - f. It will treat each lower tier contract or lower tier subcontract under its Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
 - (1) Equals or exceeds \$25,000,
 - (2) Is for audit services, or
 - (3) Requires the consent of a Federal official, and
 - g. It will require that each covered lower tier contractor and subcontractor:
 - (1) Comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 and 1200, and
 - (2) Assure that each lower tier participant in its Project is not presently declared by any Federal department or agency to be:
 - (a) Debarred from participation in its federally funded Project,
 - (b) Suspended from participation in its federally funded Project,
 - (c) Proposed for debarment from participation in its federally funded Project,
 - (d) Declared ineligible to participate in its federally funded Project,
 - (e) Voluntarily excluded from participation in its federally funded Project, or
 - (f) Disqualified from participation in its federally funded Project, and
 - 3. It will provide a written explanation as indicated on a page attached in FTA's TEAM-Web or the Signature Page if it or any of its principals, including any of its first tier Subrecipients or its Third Party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Certification Group 01.E.

1.F. U.S. OMB Assurances in SF-424B and SF-424D.

The assurances in Group 01.F are consistent with the U.S. OMB assurances required in the U.S. OMB SF-424B and SF-424D, updated as necessary to reflect changes in Federal laws and regulations.

- 1. *Administrative Activities.* On behalf of your Applicant, you assure that:
 - a. For every Project described in any application it submits, it has adequate resources to properly plan, manage, and complete its Project, including the:
 - (1) Legal authority to apply for Federal funding,
 - (2) Institutional capability,
 - (3) Managerial capability, and
 - (4) Financial capability (including funds sufficient to pay the non-Federal share of Project cost),
 - b. It will give limited access and the right to examine Project-related materials to

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entities or individuals, as required, including, but not limited to the:

- (1) FTA,
 - (2) The Comptroller General of the United States, and
 - (3) State, through an authorized representative, if appropriate,
 - c. It will establish a proper accounting system in accordance with generally accepted accounting standards or FTA guidance, and
 - d. It will establish safeguards to prohibit employees from using their positions for a purpose that results in:
 - (1) A personal or organizational conflict of interest, or personal gain, or
 - (2) The appearance of a personal or organizational conflict of interest or personal gain,
2. *Project Specifics*. On behalf of your Applicant, you assure that:
 - a. Following receipt of an FTA award, it will begin and complete Project work within the time periods that apply,
 - b. For FTA funded construction Projects:
 - (1) It will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications,
 - (2) It will provide and maintain competent and adequate engineering supervision at the construction site to assure that the completed work conforms with the approved plans and specifications,
 - (3) It will include a covenant to assure nondiscrimination during the useful life of its Project in its title to federally funded real property,
 - (4) To the extent FTA requires, it will record the Federal interest in the title to FTA funded real property or interests in real property, and
 - (5) It will not alter the site of the FTA funded construction Project or facilities without permission or instructions from FTA by:
 - (a) Disposing of the underlying real property or other interest in the site and facilities,
 - (b) Modifying the use of the underlying real property or other interest in the site and facilities, or
 - (c) Changing the terms of the underlying real property title or other interest in the site and facilities, and
 - c. It will furnish progress reports and other information as FTA or the State may require, and
3. *Statutory and Regulatory requirements*. On behalf of your Applicant, you assure that:
 - a. It will comply with all Federal statutes relating to nondiscrimination that apply, including, but not limited to:
 - (1) The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. 2000d,
 - (2) The prohibitions against discrimination on the basis of sex, as provided in:
 - (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 – 1683, and 1685 – 1687, and
 - (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR part 25,

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- (3) The prohibitions against discrimination on the basis of age in federally funded programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 – 6107,
 - (4) The prohibitions against discrimination on the basis of disability in federally funded programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794,
 - (5) The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*,
 - (6) The prohibitions against discrimination in the sale, rental, or financing of housing, as provided in Title VIII of the Civil Rights Act, 42 U.S.C. 3601 *et seq.*,
 - (7) The prohibitions against discrimination on the basis of drug abuse, as provided in the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. 1101 *et seq.*,
 - (8) The prohibitions against discrimination on the basis of alcohol abuse, as provided in the Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, as amended, 42 U.S.C. 4541 *et seq.*,
 - (9) The confidentiality requirements for records of alcohol and drug abuse patients, as provided in the Public Health Service Act, as amended, 42 U.S.C. 290dd – 290dd-2, and
 - (10) The nondiscrimination provisions of any other statute(s) that may apply to its Project,
- b. As provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Relocation Act), 42 U.S.C. 4601 *et seq.*, and 49 U.S.C. 5323(b), regardless of whether Federal funding has been provided for any of the real property acquired for Project purposes:
- (1) It will provide for fair and equitable treatment of displaced persons or persons whose property is acquired as a result of federally funded programs, and
 - (2) It has the necessary legal authority under State and local laws and regulations to comply with:
 - (a) The Uniform Relocation Act. 42 U.S.C. 4601 *et seq.*, as specified by 42 U.S.C. 4630 and 4655, and
 - (b) U.S. DOT regulations, “Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs,” 49 CFR part 24, specifically 49 CFR 24.4, and
 - (3) It has complied with or will comply with the Uniform Relocation Act and implementing U.S. DOT regulations because:
 - (a) It will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR part 24,
 - (b) As required by 42 U.S.C. 4622, 4623, and 4624, and 49 CFR part 24, if an FTA funded Project results in displacement, it will provide fair and reasonable relocation payments and assistance to:
 - 1 Displaced families or individuals, and

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

- 2 Displaced Partnerships, corporations, or associations,
 - (c) As provided by 42 U.S.C. 4625 and 49 CFR part 24, it will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such displaced:
 - 1 Families and individuals, and
 - 2 Partnerships, corporations, or associations,
 - (d) As required by 42 U.S.C. 4625(c)(3), within a reasonable time before displacement, it will make available comparable replacement dwellings to families and individuals,
 - (e) It will:
 - 1 Carry out the relocation process to provide displaced persons with uniform and consistent services, and
 - 2 Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin,
 - (f) It will be guided by the real property acquisition policies of 42 U.S.C. 4651 and 4652,
 - (g) It will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. 4653 and 4654, understanding that FTA will provide Federal funding for its eligible costs for providing payments for those expenses, as required by 42 U.S.C. 4631,
 - (h) It will execute the necessary implementing amendments to FTA funded third party contracts and subagreements,
 - (i) It will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances,
 - (j) It will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, relating to any FTA funded Project involving relocation or land acquisition, and
 - (k) It will provide in any affected document that these relocation and land acquisition provisions must supersede any conflicting provisions,
- c. It will comply with the Lead-Based Paint Poisoning Prevention Act, specifically 42 U.S.C. 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures,
- d. It will, to the extent applicable, comply with the protections for human subjects involved in research, development, and related activities supported by Federal funding of:
 - (1) The National Research Act, as amended, 42 U.S.C. 289 *et seq.*, and
 - (2) U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11,
- e. It will, to the extent applicable, comply with the labor standards and protections for federally funded Projects of:
 - (1) The Davis-Bacon Act, as amended, 40 U.S.C. 3141 – 3144, 3146, and 3147,
 - (2) Sections 1 and 2 of the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. 874, and 40 U.S.C. 3145, respectively, and

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- (3) The Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. 3701 *et seq.*,
- f. It will comply with any applicable environmental standards that may be prescribed to implement Federal laws and executive orders, including, but not limited to:
 - (1) Following the institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. 4321 – 4335 and Executive Order No. 11514, as amended, 42 U.S.C. 4321 note,
 - (2) Following the notification of violating facilities provisions of Executive Order No. 11738, 42 U.S.C. 7606 note,
 - (3) Following the protection of wetlands provisions of Executive Order No. 11990, 42 U.S.C. 4321 note,
 - (4) Following the evaluation of flood hazards in floodplains provisions of Executive Order No. 11988, 42 U.S.C. 4321 note,
 - (5) Complying with the assurance of Project consistency with the approved State management program developed pursuant to the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. 1451 – 1465,
 - (6) Complying with the Conformity of Federal Actions to State (Clean Air) Implementation Plans requirements under section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. 7401 – 7671q,
 - (7) Complying with the protections for underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. 300f – 300j-6,
 - (8) Complying with the protections for endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. 1531 – 1544,
 - (9) Complying with the environmental protections for Federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, State, or local significance or any land from a historic site of national, State, or local significance to be used in a transportation Project, as required by 49 U.S.C. 303,
 - (10) Complying with the protections for national wild and scenic rivers systems, as required under the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. 1271 – 1287, and
 - (11) Complying with and facilitating compliance with:
 - (a) Section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470f,
 - (b) The Archaeological and Historic Preservation Act of 1974, as amended, 16 U.S.C. 469 – 469c, and
 - (c) Executive Order No. 11593 (identification and protection of historic properties), 16 U.S.C. 470 note,
- g. To the extent applicable, comply with the following Federal requirements for the care, handling, and treatment of warmblooded animals held or used for research, teaching, or other activities supported by Federal funding:
 - (1) The Animal Welfare Act, as amended, 7 U.S.C. 2131 *et seq.*, and
 - (2) U.S. Department of Agriculture regulations, “Animal Welfare,” 9 CFR

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- subchapter A, parts 1, 2, 3, and 4,
- h. To the extent applicable, obtain a certificate of compliance with the seismic design and construction requirements of U.S. DOT regulations, “Seismic Safety,” 49 CFR part 41, specifically 49 CFR 41.117(d), before accepting delivery of any FTA funded building,
 - i. Comply with, and assure that its Subrecipients located in special flood hazard areas comply with, section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4012a(a), by:
 - (1) Participating in the Federal flood insurance program, and
 - (2) Purchasing flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more,
 - j. Comply with:
 - (1) The Hatch Act, 5 U.S.C. 1501 – 1508, 7324 – 7326, which limits the political activities of State and local agencies and their officers and employees whose primary employment activities are financed in whole or part with Federal funds, including a Federal loan, grant agreement, or cooperative agreement, and
 - (2) 49 U.S.C. 5323(l)(2) and 23 U.S.C. 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving FTA funding appropriated or made available for 49 U.S.C. chapter 53 and 23 U.S.C. 142(a)(2) to whom the Hatch Act does not otherwise apply,
 - k. Perform the financial and compliance audits as required by the:
 - (1) Single Audit Act Amendments of 1996, 31 U.S.C. 7501 *et seq.*,
 - (2) U.S. OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations,” Revised, and
 - (3) Most recent applicable U.S. OMB A-133 Compliance Supplement provisions for the U.S. DOT,
 - l. Comply with all other Federal laws or regulations that apply, and
 - m. Follow Federal guidance governing it and its Project, except to the extent that FTA has expressly approved otherwise in writing.

GROUP 02. LOBBYING.

Before FTA may provide funding for a Federal grant or cooperative agreement exceeding \$100,000 or a Federal loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, in addition to other Certifications and Assurances you must select on your Applicant’s behalf, you must also select the Lobbying Certifications in Group 02, unless your Applicant is an Indian Tribe exempt from the requirements of 31 U.S.C. 1352 or FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in

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writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 02 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. As required by 31 U.S.C. 1352 and U.S. DOT regulations, “New Restrictions on Lobbying,” specifically 49 CFR 20.110:
 - a. The lobbying restrictions of this Certification apply to its requests:
 - (1) For \$100,000 or more in Federal funding for a grant or cooperative agreement, and
 - (2) For \$150,000 or more in Federal funding for a loan, line of credit, or loan guarantee, and
 - b. Your Certification on its behalf applies to the lobbying activities of:
 - (1) It,
 - (2) Its Principals, and
 - (3) Its Subrecipients at the first tier,
2. To the best of your knowledge and belief:
 - a. No Federal appropriated funds have been or will be paid by or on its behalf to any person to influence or attempt to influence:
 - (1) An officer or employee of any Federal agency regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and
 - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance,
 - b. It will submit a complete OMB Standard Form LLL (Rev. 7-97), “Disclosure of Lobbying Activities,” consistent with its instructions, if any funds other than Federal appropriated funds have been or will be paid to any person to influence or attempt to influence:
 - (1) An officer or employee of any Federal agency regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and
 - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and
 - c. It will include the language of this Certification in the award documents for all subawards at all tiers, including, but not limited to:
 - (1) Third party contracts,
 - (2) Subcontracts,
 - (3) Subagreements, and

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- (4) Other third party agreements under a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance,
- 3. It understands that:
 - a. This Certification is a material representation of fact that the Federal government relies on, and
 - b. It must submit this Certification before the Federal government may award funding for a transaction covered by 31 U.S.C. 1352, including a:
 - (1) Federal grant or cooperative agreement, or
 - (2) Federal loan, line of credit, loan guarantee, or loan insurance, and
- 4. It also understands that any person who does not file a required Certification will incur a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

GROUP 03. PROCUREMENT AND PROCUREMENT SYSTEMS.

We request that you select the Procurement and Procurement Systems Certification in Group 03 on behalf of your Applicant, especially if it is a State, local, or Indian tribal government with a certified procurement system, as provided in 49 CFR 18.36(g)(3)(ii).

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certification in Group 03 that does not apply will not be enforced.

On behalf of your Applicant, you certify that its procurements and its procurement system will comply with all Federal laws and regulations in accordance with applicable Federal guidance, except to the extent FTA has approved otherwise in writing.

GROUP 04. PRIVATE SECTOR PROTECTIONS.

Before FTA may provide funding for a Project that involves the acquisition of public transportation property or operation of public transportation facilities or equipment, in addition to other Certifications you must select on your Applicant's behalf, you must also select the Private Property Protections Assurances in Group 04.A and enter into the Agreements in Group 04.B and Group 04.C on behalf of your Applicant, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or

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other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Assurances and Agreements in Group 04 that does not apply will not be enforced.

4.A. Private Property Protections.

If your Applicant is a State, local government, or Indian tribal government and seeks FTA funding to acquire the property of a private transit operator or operate public transportation in competition with or in addition to a public transportation operator, the Private Property Protections Assurances in Group 04.A apply to your Applicant, except as FTA determines otherwise in writing.

To facilitate FTA's ability to make the findings required by 49 U.S.C. 5323(a)(1), on behalf of your Applicant, you assure that:

1. It has or will have:
 - a. Determined that the funding is essential to carrying out a Program of Projects as required by 49 U.S.C. 5303, 5304, and 5306,
 - b. Provided for the participation of private companies engaged in public transportation to the maximum extent feasible, and
 - c. Paid just compensation under State or local laws to the company for any franchise or property acquired, and
2. It has completed the actions described in Group 4.A.1 of this Certification before it:
 - a. Acquires the property or an interest in the property of a private provider of public transportation, or
 - b. Operates public transportation equipment or facilities:
 - (1) In competition with transportation service provided by an existing public transportation operator, or
 - (2) In addition to transportation service provided by an existing public transportation operator.

4.B. Charter Service Agreement.

If your Applicant seeks FTA funding to acquire or operate transit facilities or equipment, the Charter Service Agreement in Group 04.B applies to your Applicant, except as FTA determines otherwise in writing.

To comply with 49 U.S.C. 5323(d) and (g) and FTA regulations, "Charter Service," 49 CFR part 604, specifically 49 CFR 604.4, on behalf of your Applicant, you are entering into the following Charter Service Agreement:

1. FTA's "Charter Service" regulations apply as follows:

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- a. FTA's Charter Service regulations restrict transportation by charter service using facilities and equipment acquired by Recipients of FTA funding for transportation Projects with Federal funding derived from:
 - (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. 133 or 142, or
 - (3) Any other Act that provides Federal public transportation assistance, unless otherwise excepted,
- b. FTA's charter service restrictions extend to:
 - (1) Your Applicant, when it becomes a Recipient of Federal funding appropriated or made available for:
 - (a) Federal transit laws, 49 U.S.C. chapter 53,
 - (b) 23 U.S.C. 133 or 142, or
 - (c) Any other Act that provides Federal public transportation assistance, unless otherwise excepted, and
 - (2) Any Third Party Participant that receives Federal funding derived from:
 - (a) Federal transit laws, 49 U.S.C. chapter 53,
 - (b) 23 U.S.C. 133 or 142, or
 - (c) Any other Act that provides Federal public transportation assistance, unless otherwise excepted,
- c. A Third Party Participant includes any:
 - (1) Subrecipient at any tier,
 - (2) Lessee,
 - (3) Third Party Contractor or Subcontractor at any Tier, and
 - (4) Other Third Party Participant in its Project,
- d. You and your Applicant agree that neither it nor any governmental authority or publicly owned operator that receives Federal public transportation assistance appropriated or made available for its Project will engage in charter service operations, except as permitted under:
 - (1) Federal transit laws, specifically 49 U.S.C. 5323(d) and (g),
 - (2) FTA regulations, "Charter Service," 49 CFR part 604, to the extent consistent with 49 U.S.C. 5323(d) and (g),
 - (3) Any other Federal Charter Service regulations, or
 - (4) Federal guidance, except as FTA determines otherwise in writing,
- e. You and your Applicant agree that the latest Charter Service Agreement it has selected in its latest annual Certifications and Assurances is incorporated by reference in and made part of the underlying Agreement accompanying an award of FTA funding, and
- f. You and your Applicant agree that:
 - (1) FTA may require corrective measures or impose remedies on it or any governmental authority or publicly owned operator that receives FTA funding appropriated or made available for its Project that has engaged in a pattern of violations of FTA's Charter Service regulations by:
 - (a) Conducting charter operations prohibited by Federal transit laws and FTA's Charter Service regulations, or
 - (b) Otherwise violating its Charter Service Agreement it has elected in its

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- latest annual Certifications and Assurances, and
- (2) These corrective measures and remedies may include:
 - (a) Barring it or any Third Party Participant operating public transportation under the Project that has provided prohibited charter service from receiving FTA funds,
 - (b) Withholding an amount of Federal funds as provided by Appendix D to FTA's Charter Service regulations, or
 - (c) Any other appropriate remedy that may apply, and
 2. In addition to the exceptions to the charter service restrictions in FTA's Charter Service Regulations, FTA has established the following additional exceptions to those restrictions:
 - a. FTA's Charter Service restrictions do not apply to your Applicant if it seeks funding appropriated or made available for 49 U.S.C. 5307 and 5311, to be used for Job Access and Reverse Commute (JARC) activities that would have been eligible for assistance under repealed 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, provided that it uses that FTA funding for those program purposes only,
 - b. FTA's Charter Service restrictions do not apply to your Applicant if it seeks funding appropriated or made available for 49 U.S.C. 5310, to be used for New Freedom activities that would have been eligible for assistance under repealed 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year, provided it uses that FTA funding for those program purposes only, and
 - c. An Applicant for assistance under 49 U.S.C. chapter 53 will not be determined to have violated the FTA Charter Service regulations if that Recipient provides a private intercity or charter transportation operator reasonable access to that Recipient's federally funded public transportation facilities, including intermodal facilities, park and ride lots, and bus-only highway lanes, as provided in 49 U.S.C. 5323(r).

4.C. School Bus Agreement.

If your Applicant seeks FTA funding to acquire or operate transit facilities or equipment, the School Bus Agreement in Group 04.C applies to your Applicant, except as FTA determines otherwise in writing.

To comply with 49 U.S.C. 5323(f) and (g) and FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. 5323(f) and (g), on behalf of your Applicant, you are entering into the following School Bus Agreement:

1. FTA's "School Bus Operations" regulations restrict school bus operations using facilities and equipment acquired with Federal funding derived from:
 - a. Federal transit laws, 49 U.S.C. chapter 53,
 - b. 23 U.S.C. 133 or 142, or
 - c. Any other Act that provides Federal public transportation assistance, unless otherwise excepted,
2. FTA's school bus operations restrictions extend to:

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- a. Your Applicant, when it becomes a Recipient of Federal funding appropriated or made available for:
 - (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. 133 or 142, or
 - (3) Any other Act that provides Federal public transportation assistance, unless otherwise excepted, and
- b. Any Third Party Participant that receives Federal funding derived from:
 - (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. 133 or 142, or
 - (3) Any other Act that provides Federal public transportation assistance, unless otherwise excepted,
3. A Third Party Participant includes any:
 - a. Subrecipient at any tier,
 - b. Lessee,
 - c. Third Party Contractor or Subcontractor at any tier, and
 - d. Other Third Party Participant in the Project,
4. You and your Applicant agree, and will obtain the agreement of any Third Party Participant involved in your Applicant's Project, that it will not engage in school bus operations in competition with private operators of school buses, except as permitted under:
 - a. Federal transit laws, specifically 49 U.S.C. 5323(f) and (g),
 - b. FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. 5323(f) and (g),
 - c. Any other Federal School Bus regulations, or
 - d. Federal guidance, except as FTA determines otherwise in writing,
5. You and your Applicant agree that the latest School Bus Agreement you have selected on its behalf in FTA's latest annual Certifications and Assurances is incorporated by reference in and made part of the underlying Agreement accompanying an award of FTA funding, and
6. You and your Applicant agree that after it is a Recipient, if it or any Third Party Participant has violated this School Bus Agreement, FTA may:
 - a. Bar your Applicant or Third Party Participant from receiving further Federal transit funds, or
 - b. Require the Applicant or Third Party Participant to take such remedial measures as FTA considers appropriate.

GROUP 05. ROLLING STOCK REVIEWS AND BUS TESTING.

Before FTA may provide funding for a Project to acquire rolling stock for use in revenue service or to acquire a new bus model, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Rolling Stock Reviews and Bus Testing Certifications in Group 05, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and

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Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 05 that does not apply will not be enforced.

5.A. Rolling Stock Reviews.

If your Applicant seeks FTA funding to acquire rolling stock for use in revenue service, the Certifications in Group 05.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that when procuring rolling stock for use in revenue service:

1. It will comply with:
 - a. Federal transit laws, specifically 49 U.S.C. 5323(m), and
 - b. FTA regulations, “Pre-Award and Post-Delivery Audits of Rolling Stock Purchases,” 49 CFR part 663, and
2. As provided in 49 CFR 663.7:
 - a. It will conduct or cause to be conducted the required pre-award and post-delivery reviews, and
 - b. It will maintain on file the Certifications required by 49 CFR part 663, subparts B, C, and D.

5.B. Bus Testing.

If your Applicant seeks FTA funding to acquire a new bus model, the Bus Testing Certifications in Group 05.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. Bus Testing requirements apply to all acquisitions of new buses and new bus models that require bus testing, and it will comply with:
 - a. 49 U.S.C. 5318, and
 - b. FTA regulations, “Bus Testing,” 49 CFR part 665, to the extent these regulations are consistent with 49 U.S.C. 5318,
2. As required by 49 CFR 665.7, when acquiring the first bus of any new bus model or a bus model with a major change in components or configuration:
 - a. It will not spend any Federal funds appropriated under 49 U.S.C. chapter 53 to acquire that bus until:
 - (1) That bus has been tested at FTA’s bus testing facility, and
 - (2) That bus has received a copy of the test report prepared on that new bus

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- model, and
- b. It will not authorize final acceptance of the bus until:
 - (1) The bus has been tested at FTA's bus testing facility, and
 - (2) It has received a copy of the test report prepared on that new bus model,
- 3. It will ensure that the bus that is tested has met the performance standards consistent with those regulations, including:
 - a. Performance standards for:
 - (1) Maintainability,
 - (2) Reliability,
 - (3) Performance (including braking performance),
 - (4) Structural integrity,
 - (5) Fuel economy,
 - (6) Emissions, and
 - (7) Noise, and
 - b. Minimum safety performance standards established under 49 U.S.C. 5329, and
- 4. After FTA has issued regulations authorized by 49 U.S.C. 5318(e)(2), it will ensure that the bus that is tested has received a passing aggregate test score under the "Pass/Fail" standard established by regulation.

GROUP 06. DEMAND RESPONSIVE SERVICE.

If your Applicant is a public entity, operates demand responsive service, and seeks FTA funding to acquire a non-rail vehicle that is not accessible, before FTA may provide funding for that Project, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Demand Responsive Service Certifications in Group 06, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 06 that does not apply will not be enforced.

As required by U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR part 37, specifically 49 CFR 37.77(d), on behalf of your Applicant, you certify that:

- 1. Your Applicant offers public transportation services equivalent in level and quality of service to:
 - a. Individuals with disabilities, including individuals who use wheelchairs, and
 - b. Individuals without disabilities, and
- 2. Viewed in its entirety, its service for individuals with disabilities is:

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- a. Provided in the most integrated setting feasible, and
- b. Equivalent to the service it offers individuals without disabilities with respect to:
 - (1) Response time,
 - (2) Fares,
 - (3) Geographic service area,
 - (4) Hours and days of service,
 - (5) Restrictions on priorities based on trip purpose,
 - (6) Availability of information and reservation capability, and
 - (7) Constraints on capacity or service availability.

GROUP 07. INTELLIGENT TRANSPORTATION SYSTEMS.

Before FTA may provide funding for an Intelligent Transportation Systems (ITS) Project or a Project in support of an ITS Project, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Intelligent Transportation Systems Assurances in Group 07, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Assurances in Group 07 that does not apply will not be enforced.

On behalf of your Applicant, you and your Applicant:

- 1. Understand that, as used in this assurance, the term Intelligent Transportation Systems (ITS) Project is defined to include any Project that, in whole or in part, finances the acquisition of technologies or systems of technologies that provide or significantly contribute to the provision of one or more ITS user services as defined in the "National ITS Architecture," and
- 2. Assure that, as provided in 23 U.S.C. 517(d), any ITS Project it undertakes that is funded with appropriations made available from the Highway Trust Fund, including amounts made available to deploy ITS facilities or equipment, will conform to the appropriate regional ITS architecture, applicable standards, and protocols developed under 23 U.S.C. 517(a) or (c), unless it obtains a waiver as provided in 23 U.S.C. 517(d)(2).

GROUP 08. INTEREST AND FINANCING COSTS AND ACQUISITION OF CAPITAL ASSETS BY LEASE.

Before FTA may provide funding appropriated or made available for 49 U.S.C.

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chapter 53 to support interest or financing costs of any Project financed under the Urbanized Area Formula Grants Program, Fixed Guideway Capital Investment Grants Program, or another program as FTA may specify, or finance leasing costs, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Certifications in Group 08, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications and Assurances in Group 08 that does not apply will not be enforced.

8.A. Interest and Financing Costs.

If your Applicant intends to use FTA funding to support interest or other financing costs for Projects funded by the Urbanized Area Formula Grants Program, Fixed Guideway Capital Investment Grants Program, or another program as FTA may specify, the Interest and Financing Costs Certifications in Group 08.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. It will not seek reimbursement for interest or other financing costs unless:
 - a. It is eligible to receive Federal funding for those costs, and
 - b. Its records demonstrate that it has shown reasonable diligence in seeking the most favorable financing terms, to the extent FTA may require, and
2. It will comply with the same favorable financing cost provisions for:
 - a. Urbanized Area Formula Grants Projects,
 - b. Projects under Full Funding Grant Agreements,
 - c. Projects with Early Systems Work Agreements,
 - d. Fixed Guideway Capital Investment Projects funded by previous FTA enabling legislation,
 - e. State of Good Repair Projects,
 - f. Bus and Bus Facilities Projects, and
 - g. Low or No Emission Vehicle Development Projects.

8.B. Acquisition of Capital Assets by Lease.

If your Applicant seeks FTA funding to acquire capital assets through a lease, the Acquisition of Capital Assets by Lease Certifications and Assurances in Group 08.B

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applies to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, as required by FTA regulations, “Capital Leases,” 49 CFR part 639, specifically 49 CFR 639.15(b)(1) and 49 CFR 639.21, if your Applicant acquires any capital asset through a lease financed with Federal funding appropriated or made available for 49 U.S.C. chapter 53:

1. It will not use Federal funding appropriated or made available for public transportation projects eligible under 49 U.S.C. chapter 53 or any other applicable law to finance the cost of leasing any capital asset until:
 - a. It performs calculations demonstrating that leasing the capital asset would be more cost-effective than purchasing or constructing a similar asset, and
 - b. It completes these calculations before the later of:
 - (1) Entering into the lease, or
 - (2) Receiving a capital grant for the asset, and
2. It will not enter into a capital lease for which FTA can provide only incremental Federal funding unless it has adequate financial resources to meet its future lease obligations if Federal funding is not available.

GROUP 09. TRANSIT ASSET MANAGEMENT PLAN AND PUBLIC TRANSPORTATION AGENCY SAFETY PLAN.

Before FTA may provide funding appropriated or made available for 49 U.S.C. chapter 53 to support your Applicant’s Project, in addition to other Certifications and Assurances you must select on your Applicant’s behalf, you must also select the Certifications in Group 09, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 09 that does not apply will not be enforced.

9.A. Transit Asset Management Plan.

If your Applicant applies for funding appropriated or made available for 49 U.S.C. chapter 53, the Transit Asset Management Certifications in Group 09.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it and each Subrecipient will:

1. Follow Federal guidance when issued that implements transit asset management system provisions of 49 U.S.C. 5326, except as FTA determines otherwise in writing,

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and

2. Comply with the final Federal regulations when issued that implement the transit asset management provisions of 49 U.S.C. 5326.

9.B. Public Transportation Agency Safety Plan.

If your Applicant applies for funding under 49 U.S.C. chapter 53 and it is a State government, local government, or any other operator of a public transportation system, the Public Transportation Safety Plan Certifications in Group 09.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it will:

1. Follow the Federal guidance, when issued, that will implement the safety plan provisions of 49 U.S.C. § 5329(d), except as FTA determines otherwise in writing, and
2. Comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

GROUP 10. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If your Applicant must comply with the alcohol and controlled substance testing requirements of 49 U.S.C. 5331 and its implementing regulations, before FTA may provide funding for your Applicant's Project, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Certifications in Group 10, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 10 that does not apply will not be enforced.

As required by 49 U.S.C. 5331, and FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR part 655, subpart I, specifically 49 CFR 655.83, on behalf of your Applicant, including a State Applicant, and on behalf of its Subrecipients and Third Party Contractors, you certify that:

1. Your Applicant, its Subrecipients, and Third Party Contractors to which these testing requirements apply have established and implemented:
 - a. An alcohol misuse testing program, and
 - b. A controlled substance testing program,
2. Your Applicant, its Subrecipients, and Third Party Contractors to which these testing

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- requirements apply have complied or will comply with all applicable requirements of 49 CFR part 655 to the extent those regulations are consistent with 49 U.S.C. 5331, and
3. Consistent with U.S. DOT Office of Drug and Alcohol Policy and Compliance Notice, issued October 22, 2009, if your Applicant, its Subrecipients, or Third Party Contractors to which these testing requirements apply reside in a State that permits marijuana use for medical or recreational purposes, your Applicant, its Subrecipients, and Third Party Contractors to which these testing requirements apply have complied or will comply with the Federal controlled substance testing requirements of 49 CFR part 655.

GROUP 11. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS PROGRAM (NEW STARTS, SMALL STARTS, AND CORE CAPACITY) AND CAPITAL INVESTMENT PROGRAM IN EFFECT BEFORE MAP-21.

The Certifications in Group 11 apply to the New Starts, Small Starts, or Core Capacity Programs, 49 U.S.C. 5309.

Before FTA may provide funding for your Applicant's New Starts, Small Starts, or Core Capacity Project in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 11, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 11 that does not apply will not be enforced.

Except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the following capabilities to carry out its proposed Project(s), including the safety and security aspects of the Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately, and
4. It will comply with:
 - a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and

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- b. The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304.

GROUP 12. STATE OF GOOD REPAIR PROGRAM.

Certain Certifications and Assurances listed previously are required for the State of Good Repair Program funding under 49 U.S.C. 5337.

Before FTA may provide funding for your Applicant's Project under the State of Good Repair Program, 49 U.S.C. 5337, for your Applicant's Project, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 12, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Assurance in Group 12 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of the Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately, and
4. It will comply with:
 - a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - b. The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304.

GROUP 13. FIXED GUIDEWAY MODERNIZATION GRANT PROGRAM.

Before FTA may provide funding for your Applicant's Project under the Fixed Guideway Modernization Grant Program, former 49 U.S.C. 5309 in effect in FY 2012 or a previous fiscal year, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 13, except as FTA determines otherwise in writing.

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Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certification in Group 13 that does not apply will not be enforced.

Former 49 U.S.C. 5309(b)(2) and former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply, require the following Certifications for Fixed Guideway Modernization Grant Program funding. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of the proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately, and
4. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303 and 5304.

GROUP 14. BUS AND BUS FACILITIES FORMULA GRANTS PROGRAM AND BUS AND BUS RELATED EQUIPMENT AND FACILITIES GRANT PROGRAM (DISCRETIONARY).

The Certifications in Group 14 are required for funding under:

- 14.A. *The Bus and Bus Facilities Formula Grants Program, 49 U.S.C. 5339, as amended by MAP-21, and*
- 14.B. *The Bus and Bus Related Equipment and Facilities Grant Program (Discretionary), former 49 U.S.C. 5309(b)(3) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply.*

Before FTA may provide funding for your Applicant's Project under either Program listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 14, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or

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other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 14 that does not apply will not be enforced.

14.A. Bus and Bus Facilities Formula Grants Program

If your Applicant seeks FTA funding for its Project under the Bus and Bus Facilities Formula Grants Program, 49 U.S.C. 5339, the Certifications in Group 14.A below apply to your Applicant, except as FTA determines otherwise in writing.

The following Certification for Bus and Bus Facilities Formula Grants Program funding are required by 49 U.S.C. 5339(b), which states that “[t]he requirements of section 5307 apply to recipients of grants made under this section.” Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately,
4. It will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a Project financed under 49 U.S.C.5339, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), and
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under 49 U.S.C.5339, it will comply with the:
 - a. General Provisions of 49 U.S.C. 5323, and
 - b. Third Party Contract Provisions of 49 U.S.C. 5325,
6. It has complied with or will comply with 49 U.S.C. 5307(b), because it:
 - a. Has made or will make available to the public information on amounts of its

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- funding available to it under 49 U.S.C. 5339,
- b. Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
 - c. Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
 - d. Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
 - e. Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by FTA under 49 U.S.C. 5336 with transportation services supported by other United States Government sources,
 - f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
 - g. Has made or will make the final Program of Projects available to the public,
7. As required by 49 U.S.C. 5307(d), it:
- a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
8. It will comply with:
- a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - b. The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304,
9. It has a locally developed process to solicit and consider public comment before:
- a. Raising a fare, or
 - b. Implementing a major reduction of public transportation, and
10. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d)..

14.B. Bus and Bus Related Equipment and Facilities Grant Program (Discretionary).

If your Applicant seeks FTA funding for its Project under the Bus and Bus Related Equipment and Facilities Grant Program (Discretionary), former 49 U.S.C. 5309 in effect in FY 2012 or a previous fiscal year, the Certifications in Group 14.B below apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Bus and Bus Related Equipment and Facilities Grant Program (Discretionary) funding are required by former 49 U.S.C. 5309(c)(2), which applies the requirements of former 49 U.S.C. 5307(d)(1)(A), (B), (C), and (H) in effect in FY 2012 or a previous fiscal year to this Program except as superseded by MAP-21 cross-cutting requirements that apply. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

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1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of those Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately, and
4. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303 and 5304.

GROUP 15. URBANIZED AREA FORMULA GRANTS PROGRAMS, PASSENGER FERRY GRANT PROGRAM, AND JOB ACCESS AND REVERSE COMMUTE (JARC) FORMULA GRANT PROGRAM.

The Certifications in Group 15 are required for funding under:

- 15.A. *The Urbanized Area Formula Grants Program financed with funds appropriated or made available for 49 U.S.C. 5307, as amended by MAP-21, which among other things, authorizes funding for Job Access and Reverse Commute (JARC) Projects and Project Activities,*
- 15.B. *The Urbanized Area Formula Grants Program financed with funds appropriated or made available for former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply,*
- 15.C. *The Passenger Ferry Grant Program financed with funds appropriated or made available for 49 U.S.C. 5307(h), as amended by MAP-21, and*
- 15.D. *The Job Access and Reverse Commute (JARC) Formula Grant Program financed with funds appropriated or made available for former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply.*

Before FTA may provide funding for your Applicant's Project under any of the Programs listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 15, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

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Any provision of the Certifications in Group 15 that does not apply will not be enforced.

15.A. Urbanized Area Formula Grants Program under MAP-21.

If your Applicant seeks FTA funding for its Project under the Urbanized Area Formula Grants Program, 49 U.S.C. 5307, as amended by MAP-21, the Certifications in Group 15.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Urbanized Area Formula Grants Program funding appropriated or made available in FYs 2013 and 2014 are required by 49 U.S.C. 5307(c)(1). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of the proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately,
4. It will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a Project financed under 49 U.S.C. 5307, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under 49 U.S.C. 5307, it will comply with the:
 - a. General Provisions of 49 U.S.C. 5323, and
 - b. Third Party Contract Provisions of 49 U.S.C. 5325,
6. It has complied with or will comply with 49 U.S.C. 5307(b), because it:
 - a. Has made or will make available to the public information on amounts of its funding available to it under 49 U.S.C. 5307,
 - b. Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
 - c. Has published or will publish a Program of Projects in a way that affected

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- individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
- d. Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
 - e. Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by FTA under 49 U.S.C. 5336 with transportation services supported by other United States Government sources,
 - f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
 - g. Has made or will make the final Program of Projects available to the public,
7. As required by 49 U.S.C. 5307(d), it:
- a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
8. As required by 49 U.S.C. 5307(c)(1)(H), it will comply with:
- a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - b. The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304,
9. As required by 49 U.S.C. 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
- a. Raising a fare, or
 - b. Implementing a major reduction of public transportation,
10. Each fiscal year:
- a. At least one (1) percent of the amount of the 49 U.S.C. 5307 funding apportioned to the urbanized area must be expended for public transportation security Projects as described in 49 U.S.C. 5307(c)(1)(J)(i) including:
 - (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
 - (2) Increased camera surveillance of an area in or adjacent to that system,
 - (3) Providing emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
 - (4) Any other Project intended to increase the security and safety of an existing or planned public transportation system, or
 - b. The Designated Recipients in its urbanized area certify that such expenditures for transportation security Projects are not necessary (Information about the intentions of your Designated Recipients in your Applicant's urbanized area must be recorded in the "Security" tab page of the TEAM-Web "Project Information" window when it submits its Urbanized Area Formula Grants Program application in TEAM-Web),
11. If it serves an urbanized area with a population of at least 200,000 individuals, as determined by the Bureau of the Census:
- a. Each fiscal year, it will ensure that at least one (1) percent of the amount apportioned to the urbanized area is spent for Associated Transit Improvements,

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- as defined in 49 U.S.C. 5302(1),
- b. It will include in its quarterly report for the fourth quarter of the preceding Federal fiscal year:
 - (1) A list of its Associated Transit Improvement Projects or Project Activities during that Federal fiscal year using those 49 U.S.C. 5307 funds, or
 - (2) Sufficient information to demonstrate that the Designated Recipients in its urbanized area together have spent one (1) percent of the funding apportioned to the area for Associated Transit Improvement Projects or Project Activities, or have included the same information in a separate report attached in TEAM-Web, and
 - c. The report of its Associated Transit Improvement Projects or Project Activities is or will be incorporated by reference and made part of its Certifications and Assurances, and
12. It will comply with the final Federal regulations, when issued, that implement the safety requirements of 49 U.S.C. § 5329(d).

B. Urbanized Area Formula Grants Program before MAP-21 Became Effective.

You must select the Certification in Group 15.B if your Applicant seeks funding under the Urbanized Area Formula Grants Program financed with funds appropriated or made available for former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.

The following Certifications for the Urbanized Area Formula Grants Program are required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

- 1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
- 2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
- 3. It will maintain its Project equipment and facilities adequately,
- 4. It will ensure that for transportation using or involving a facility or equipment of a Project financed under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - a. Any elderly individual,
 - b. Any handicapped individual, as described in 49 CFR part 27,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or

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- d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, it will comply with the following provisions as amended by MAP-21:
 - a. Competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
 - b. The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. 5323(h),
 - c. “Buy America” under 49 U.S.C. 5323(j),
 - d. Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
 - e. Applicable railcar option restrictions of 49 U.S.C. 5325(e), and
 - f. “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
6. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
7. It:
 - a. Has or will make available to the public information on amounts available to it under 49 U.S.C. 5307 and the Program of Projects it proposes to undertake,
 - b. Will develop or has developed, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be financed,
 - c. Will publish or has published a proposed Program of Projects in a way that affected citizens, private transportation providers, and local elected officials have the opportunity to examine the proposed program and submit comments on the proposed program and the Applicant or Recipient’s performance,
 - d. Will provide or has provided an opportunity for a public hearing in which to obtain the views of citizens on the proposed Program of Projects,
 - e. Will ensure or has ensured that the proposed Program of Projects provides for the coordination of public transportation services assisted under 49 U.S.C. 5336 with transportation services assisted from other U.S. Government sources,
 - f. Will consider or has considered comments and views received, especially those of private transportation providers, in preparing the final Program of Projects, and
 - g. Will make or has made the final Program of Projects available to the public,
8. It:
 - a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
9. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303, and 5304,
10. It has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation,
11. Each fiscal year:
 - a. At least one (1) percent of the 49 U.S.C. 5307 funding apportioned to an urbanized area must be spent for public transportation security Projects (limited to capital Projects if it serves an urbanized area with a population of 200,000 or

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more), including:

- (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
 - (2) Increased camera surveillance of an area in or adjacent to that system,
 - (3) Emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
 - (4) Any other Project intended to increase the security and safety of an existing or planned public transportation, or
- b. It will certify that such expenditures for transportation security Projects are not necessary (Information about its intentions must be recorded in the “Security” tab page of the TEAM-Web “Project Information” window when it submits its Urbanized Area Formula Grants Program application in TEAM-Web),
12. If it serves an urbanized area with a population of at least 200,000 individuals:
- a. Each fiscal year, it will ensure that at least one (1) percent of the amount apportioned to the urbanized area is spent for Transit Enhancements, as defined in former 49 U.S.C. 5302(a)(15),
 - b. It will include in its quarterly report for the fourth quarter of the preceding Federal fiscal year:
 - (1) A list of its Transit Enhancement Project Activities during that Federal fiscal year using those former 49 U.S.C. 5307 funds, or
 - (2) Sufficient information to demonstrate that the Designated Recipients in its urbanized area together have spent one (1) percent of the amount of funding that must be made available to them for Transit Enhancements or have included the same information in a separate report attached in TEAM-Web, and
 - c. The report of its or the Designated Recipients’ Transit Enhancement Projects or Project Activities is or will be incorporated by reference and made part of its Certifications and Assurances, and
13. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

C. Passenger Ferry Grant Program.

If your Applicant seeks FTA funding for its Project under the Passenger Ferry Grant Program, 49 U.S.C. 5307(h), the Certifications in Group 15.C apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Passenger Ferry Grant Program funding are required by 49 U.S.C. 5307(h) and (c)(1). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of the proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,

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2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately,
4. It will ensure that, during non-peak hours for transportation using or involving a facility or equipment of a Project financed under 49 U.S.C. 5307(h), the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under 49 U.S.C. 5307(h), it will comply with the:
 - a. General Provisions of 49 U.S.C. 5323, and
 - b. Third Party Contract Provisions of 49 U.S.C. 5325,
6. As required by 49 U.S.C. 5307(d), it:
 - a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
7. As required by 49 U.S.C. 5307(c)(1)(H), it will comply with:
 - a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - b. The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304,
8. As required by 49 U.S.C. 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation, and
9. . It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

D. Job Access and Reverse Commute (JARC) Formula Grant Program.

If your Applicant seeks FTA funding for its Project under the Job Access and Reverse Commute (JARC) Formula Grant Program, former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, the Certifications in Group 15.C apply to your Applicant, except as FTA determines otherwise in writing.

1. The following Certifications for the Job Access and Reverse Commute (JARC) Formula Grant Program are required by former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements

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- that apply. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
- a. It will make awards of JARC funding on a competitive basis following:
 - (1) An areawide solicitation in cooperation with the appropriate metropolitan planning organization for applications for funding in compliance with former 49 U.S.C. 5316 if your Applicant receives funding under former 49 U.S.C. 5316(c)(1)(A), and
 - (2) A statewide solicitation for applications for JARC funding in compliance with former 49 U.S.C. 5316 if your Applicant receives funding under former 49 U.S.C. 5316(c)(1)(B) or (C),
 - b. Any allocations to Subrecipients of JARC funding authorized by former 49 U.S.C. 5316 will be distributed on a fair and equitable basis,
 - c. As required by former 49 U.S.C. 5316:
 - (1) The Projects it has selected or will select for former 49 U.S.C. 5316 funding must be derived from a public transit-human services transportation plan that has been:
 - (a) Locally developed, and
 - (b) Coordinated, and
 - (2) That locally developed and coordinated plan was produced through a process that included:
 - (a) Representatives of public, private, and nonprofit transportation providers,
 - (b) Human service providers, and
 - (c) Participation by the public,
 - d. Before it transfers funds to a Project funded by former 49 U.S.C. 5336, that Project has been or will have been coordinated with private nonprofit providers of services as required under former 49 U.S.C. 5316(g)(2),
 - e. Before using funds apportioned for Projects serving an area other than that for which funding was apportioned under former 49 U.S.C. 5316:
 - (1) The State's chief executive officer, or his or her designee, will have certified that all the JARC program objectives of former 49 U.S.C. 5316 are being met in the area from which the funding would be derived, and
 - (2) If the State has a statewide program for meeting the JARC program objectives of former 49 U.S.C. 5316, the funds can be used for Projects anywhere in the State, and
 - f. The requirements of former 49 U.S.C. 5307 will apply to the JARC Program, authorized by former 49 U.S.C. 5316, and
2. The following Certifications for the JARC Program are required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply. Therefore, except as FTA determines otherwise in writing, on its behalf, you certify that:
 - a. It has or will have, and will require each Subrecipient to have, the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - (1) The legal capacity,

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- (2) The financial capacity, and
 - (3) The technical capacity,
- b. It has or will have, and will require each Subrecipient to have satisfactory continuing control over the use of Project equipment and facilities,
- c. It will maintain, and will require each Subrecipient to maintain, its Project equipment and facilities adequately,
- d. To the extent applicable, it will ensure, and will require each Subrecipient to ensure, that for transportation using or involving a facility or equipment of a Project financed under former 49 U.S.C. 5316 the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - (1) Any elderly individual,
 - (2) Any handicapped individual, as described in 49 CFR part 27,
 - (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), and
 - (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- e. When carrying out a procurement under former 49 U.S.C. 5316, it will comply with the following provisions as amended by MAP-21:
 - (1) Competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
 - (2) The prohibition against exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
 - (3) “Buy America” under 49 U.S.C. 5323(j),
 - (4) Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m), and
 - (5) “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
- f. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
- g. It:
 - (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share by former 49 U.S.C. 5316,
 - (2) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds from sources approved by FTA, and
 - (3) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds when needed,
- h. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303, and 5304,
- i. It has or will have, and will require each Subrecipient to have, a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation, and
- j. To the extent applicable, it will comply with, and as necessary, will require each Subrecipient to comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

GROUP 16. SENIORS/ELDERLY/INDIVIDUALS WITH DISABILITIES

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AND NEW FREEDOM PROGRAMS.

The Certifications in Group 16 are required for funding under:

- 16.A. The Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, financed or to be financed with funds appropriated or made available for 49 U.S.C. 5310, as amended by MAP-21, which among other things authorizes funding for New Freedom Projects and Project Activities,*
- 16.B. The Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program financed or to be financed with funds appropriated or made available for former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply, and*
- 16.C. The New Freedom Program financed or to be financed with funds appropriated or made available for former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply.*

Before FTA may provide funding for your Applicant's Project under any of the Programs listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 16, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 16 that does not apply will not be enforced.

16.A. Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program.

If your Applicant seeks FTA funding for its Project under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, 49 U.S.C. 5310, as amended by MAP-21, the Certifications in Group 16.A apply to your Applicant, except as FTA determines otherwise in writing.

1. The following Certifications for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program are required by 49 U.S.C. 5310. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. Each of its Subrecipients is:

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- (1) A private nonprofit organization, or
- (2) A State or local governmental authority that:
 - (a) Is approved by a State to coordinate services for seniors and individuals with disabilities, or
 - (b) Certifies that there are no private nonprofit organizations readily available in the area to provide the services authorized for support under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program,
- b. It will comply with the following Project selection and planning requirements:
 - (1) The Projects it has selected or will select for funding appropriated or made available for 49 U.S.C. 5310 are included in a public transit-human services transportation plan that has been:
 - (a) Locally developed, and
 - (b) Coordinated,
 - (2) The public transit-human services transportation plan was developed and approved through a process that included participation by:
 - (a) Seniors,
 - (b) Individuals with disabilities,
 - (c) Representatives of public, private, and nonprofit transportation providers,
 - (d) Representatives of public, private, and nonprofit human services providers, and
 - (e) Other members of the public,
 - (3) The transportation projects to assist in providing transportation services for seniors and individuals with disabilities are included in a program of projects,
 - (4) A program of projects under Group 16.A.1.b(3) above is or will be submitted annually to FTA, and
 - (5) To the maximum extent feasible, the services funded by 49 U.S.C. 5310 will be coordinated with transportation services funded by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services,
- c. As required by 49 U.S.C. 5310(e)(2)(B), it certifies that if it allocates funds received under 49 U.S.C. 5310, to Subrecipients, it will have allocated those funds on a fair and equitable basis,
- d. It will transfer a facility or equipment financed with funding appropriated or made available for a grant under 49 U.S.C. 5310, to any other recipient eligible to receive assistance under 49 U.S.C. chapter 53, only if:
 - (1) The recipient in possession of the facility or equipment consents to the transfer, and
 - (2) The facility or equipment will continue to be used as required under 49 U.S.C. 5310,
- e. As required by 49 U.S.C. 5310(b)(2), it will use at least fifty-five (55) percent of the funds on capital projects to meet the special needs of seniors and disabled, and
- f. The requirements of 49 U.S.C. 5307, as determined by FTA, will apply to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with

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Disabilities, authorized by 49 U.S.C. 5310, and

2. FTA has determined certain requirements of 49 U.S.C. 5307, to be appropriate for which some require Certifications. Therefore, as specified under 49 U.S.C. 5307(c)(1), it certifies that:
 - a. It has or will have, and will require each Subrecipient to have, the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - (1) Legal capacity,
 - (2) Financial capacity, and
 - (3) Technical capacity,
 - b. It has or will have, and will require each Subrecipient to have, satisfactory continuing control over the use of Project equipment and facilities,
 - c. It will maintain, and will require each Subrecipient to maintain its Project equipment and facilities adequately,
 - d. When carrying out a procurement under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, it will, and will require each Subrecipient to comply with the:
 - (1) General Provisions of 49 U.S.C. 5323, and
 - (2) Third Party Contract Provisions of 49 U.S.C. 5325,
 - e. It has complied or will comply with, and will require each Subrecipient to comply with:
 - (1) The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - (2) The Statewide and Nonmetropolitan Transportation Planning requirements of 49 U.S.C. 5304, and
 - f. To the extent applicable, it will comply with, and require its Subrecipients to comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

16.B. Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program.

If your Applicant seeks FTA funding for its Project under the Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program, former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply, the Certifications in Group 16.B apply to your Applicant, except as FTA determines otherwise in writing.

1. The following Certifications for the Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program are required by former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply. Therefore, except as FTA determines otherwise in writing, on behalf of your State Applicant, you certify that:
 - a. Each of your State Applicant's Subrecipients is:
 - (1) A private nonprofit organization, if the public transportation service that

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- would undertake public transportation capital Project(s) planned, designed, and carried out to meet the special needs of elderly individuals and individuals with disabilities is:
- (a) Unavailable,
 - (b) Insufficient, or
 - (c) Inappropriate, or
- (2) A State or local governmental authority that:
- (a) Is approved by a State to coordinate services for seniors and individuals with disabilities, or
 - (b) Certifies that there are not any nonprofit organizations readily available in the area to provide public transportation capital Projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities,
- b. The Projects your State Applicant has selected or will select for funding appropriated or made available for former 49 U.S.C. 5310 are included in a public transit-human services transportation plan that has been:
- (1) Locally developed, and
 - (2) Coordinated,
- c. That public transit-human services transportation plan was developed and approved through a process that included participation by:
- (1) Elderly Individuals,
 - (2) Individuals with disabilities,
 - (3) Representatives of public, private, and nonprofit transportation providers,
 - (4) Representatives of human services providers, and
 - (5) Other members of the public,
- d. If your State Applicant allocates funds received under former 49 U.S.C. 5310 to Subrecipients, your State Applicant will have allocated those funds on a fair and equitable basis,
- e. The Program of Projects your State Applicant has submitted or will submit contains or will contain an assurance that the Program provides for the maximum feasible coordination of transportation services funded by former 49 U.S.C. 5310 with transportation services funded by other Government sources,
- f. If your State Applicant transfers former 49 U.S.C. 5310 funds to another Project funded under 49 U.S.C. 5336 in accordance with former 49 U.S.C. 5310(b)(2), the Project for which the funds are requested has been coordinated with private nonprofit providers of service under former 49 U.S.C. 5310, and
- g. It will comply with the requirements of former 49 U.S.C. 5307 that FTA determined will apply to the former Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program,
2. The following Certifications for the Special Needs of Elderly Individuals and Individuals with Disabilities Program are required by former 49 U.S.C. 5307(d)(1). Therefore, except as FTA determines otherwise in writing, on behalf of your State Applicant, you certify that:
- a. Your State Applicant and each of its Subrecipients have or will have the following to carry out its proposed Project(s), including the safety and security

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- aspects of the proposed Project(s):
- (1) Legal capacity,
 - (2) Financial capacity, and
 - (3) Technical capacity,
- b. Your State Applicant and each Subrecipient has or will have satisfactory continuing control over the use of Project equipment and facilities,
 - c. Your State Applicant and each of its Subrecipients will maintain its Project equipment and facilities adequately,
 - d. When carrying out a procurement under former 49 U.S.C. 5310, it will, and will require each Subrecipient, to comply with the following provisions as amended by MAP-21:
 - (1) Competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
 - (2) The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. 5323(h),
 - (3) “Buy America” under 49 U.S.C. 5323(j),
 - (4) Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
 - (5) Applicable railcar option restrictions of 49 U.S.C. 5325(e), and
 - (6) “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
 - e. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
 - f. Your State Applicant:
 - (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share by former 49 U.S.C. 5310(c)(2),
 - (2) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds from sources approved by FTA, and
 - (3) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds when needed,
 - g. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303, and 5304, and
 - h. To the extent applicable, your State Applicant will comply with and, as necessary, will require each Subrecipient to comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

16.C. New Freedom Program.

If your Applicant seeks FTA funding for its Project under the New Freedom Program, former 49 U.S.C. 5317, in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply, the Certifications in Group 16.C apply to your Applicant, except as FTA determines otherwise in writing.

1. Former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year requires the following Certification for the New Freedom Program. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. It will make awards of New Freedom funding on a competitive basis after conducting:

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- (1) An areawide solicitation in cooperation with the appropriate metropolitan planning organization for applications for funding in compliance with former 49 U.S.C. 5317(d)(1), or
 - (2) A statewide solicitation for applications for New Freedom funding in compliance with former 49 U.S.C. 5317(d)(2),
 - b. Any allocations to Subrecipients of New Freedom funding authorized by former 49 U.S.C. 5317 will be distributed on a fair and equitable basis,
 - c. It will comply with the following Project selection and planning requirements:
 - (1) The Projects it has selected or will select for funding appropriated or made available for that program were derived from a public transit-human services transportation plan that has been:
 - (a) Locally developed, and
 - (b) Coordinated,
 - (2) That locally developed and coordinated plan was produced through a process that included:
 - (a) Representatives of public, private, and nonprofit transportation providers,
 - (b) Representatives of public, private, and nonprofit human services providers, and
 - (c) Participation by the public,
 - d. Before it transfers funds to a Project funded by former 49 U.S.C. 5311(c), former 49 U.S.C. 5336, or both:
 - (1) The funding to be transferred may be made available only to Projects eligible for funding appropriated or made available for former 49 U.S.C. 5317, and
 - (2) It will have consulted with responsible local officials and publicly owned operators of public transportation in each area for which the amount to be transferred was originally awarded,
 - e. The requirements of former 49 U.S.C. 5307 and 5310, as determined by FTA, will apply to the New Freedom Program, authorized by former 49 U.S.C. 5317, and
- 2. The following Certifications for the New Freedom Program are required by former 49 U.S.C. 5307(d)(1) and 5310. Therefore, except as FTA determines otherwise in writing, on its behalf, you certify that:
 - a. It has or will have, and will require each Subrecipient to have, the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - (1) Legal capacity,
 - (2) Financial capacity, and
 - (3) Technical capacity,
 - b. It has or will have, and will require each Subrecipient to have, satisfactory continuing control over the use of Project equipment and facilities,
 - c. It will maintain, and will require each Subrecipient to maintain, its Project equipment and facilities adequately,
 - d. When carrying out a procurement under former 49 U.S.C. 5317, it will, and will require each Subrecipient, to comply with the following provisions as amended by MAP-21:
 - (1) Competitive procurement (as defined or approved by FTA), as required by

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- 49 U.S.C. 5325(a),
- (2) The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. 5323(h),
- (3) “Buy America” under 49 U.S.C. 5323(j),
- (4) Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
- (5) Applicable railcar option restrictions of 49 U.S.C. 5325(e), and
- (6) “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
- e. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
- f. It:
 - (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share required by former 49 U.S.C. 5317(g),
 - (2) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds from sources approved by FTA, and
 - (3) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds when needed,
- g. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303, and 5304, and
- h. To the extent applicable, it will comply with and, as necessary, will require each Subrecipient to comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

GROUP 17. RURAL/OTHER THAN URBANIZED AREAS/APPALACHIAN DEVELOPMENT/OVER-THE-ROAD BUS ACCESSIBILITY PROGRAMS.

The Certifications in Group 17 are required for funding under:

- 17.A. *The Formula Grants for Rural Areas Program financed with funding appropriated or made available for 49 U.S.C. 5311(b), as amended by MAP-21, (Separate Certifications and Assurances have been established in Group 18 for an Indian tribe that is an Applicant for a Public Transportation on Indian Reservations Project financed with funding made available for 49 U.S.C. 5311(c))(1), as amended by MAP-21.)*
- 17.B. *The Formula Grants for Other Than Urbanized Areas Program financed with funding appropriated or made available for former 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply, (Separate Certifications and Assurances have been established in Group 18 for an Indian tribe that is an Applicant for a “Tribal Transit” Project financed with funding made available for former 49 U.S.C. 5311(c)(1) in effect in FY 2012 or a previous fiscal year.)*
- 17.C. *The Appalachian Development Public Transportation Assistance Program financed with funding appropriated or made available for 49 U.S.C. 5311(c)(2), as amended by MAP-21, and*
- 17.D. *The Over-the-Road Bus Accessibility Program financed with funding appropriated or made available for section 3038 of TEA-21, as amended by section 3039 of SAFETEA-LU, 49 U.S.C. 5310 note, except as superseded by*

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MAP-21 cross-cutting requirements that apply.

(Separate Certifications and Assurances have been established for an Indian tribe that is an Applicant for a Tribal Transit Project financed with funding made available for 49 U.S.C. 5311(c).)

Before FTA may provide funding for your Applicant's Project under any of the Programs listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 17, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications and Assurances in Group 17 that does not apply will not be enforced.

17.A. Formula Grants for Rural Areas Program.

If your Applicant seeks FTA funding for its Project under the Formula Grants for Rural Areas Program, 49 U.S.C. 5311, as amended by MAP-21, the Certifications in Group 17.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications apply to each State or State organization serving as your Applicant for funding appropriated or made available for the Rural Areas Formula Project authorized by 49 U.S.C. 5311(b). On its behalf, you certify and assure that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Its Project equipment and facilities will be adequately maintained,
4. Its State program has provided for a fair distribution of Federal funding appropriated or made available for 49 U.S.C. 5311(b), within the State, including Indian reservations,
5. Its program provides or will provide the maximum feasible coordination of public transportation service funded by 49 U.S.C. 5311(b), with transportation service funded by other Federal sources,

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6. Its Projects in its Formula Grants for Rural Areas Program are included in:
 - a. The Statewide Transportation Improvement Program, and
 - b. To the extent applicable, a Metropolitan Transportation Improvement Program,
7. It:
 - a. Has or will have the amount of funds required for the local share, as required by 49 U.S.C. 5311(g),
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
8. It may transfer a facility or equipment acquired using a grant under 49 U.S.C. 5311(b) to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
 - a. The Recipient in possession of the facility or equipment consents to the transfer, and
 - b. The facility or equipment will continue to be used as required under 49 U.S.C. 5311, and
9. Each fiscal year:
 - a. It will spend at least fifteen (15) percent of its 49 U.S.C. 5311 funding available that fiscal year to develop and support intercity bus transportation within the State, with eligible activities, including:
 - (1) Planning and marketing for intercity bus transportation,
 - (2) Capital grants for intercity bus facilities,
 - (3) Joint-use facilities,
 - (4) Operating grants through purchase-of-service agreements, user-side subsidies, and demonstration Projects, and
 - (5) Coordinating rural connections between small public transportation operations and intercity bus carriers, or
 - b. It will provide to the Federal Transit Administrator a Certification from the Governor of the State that:
 - (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the State, and
 - (2) The State's intercity bus service needs are being met adequately.

17.B. Formula Grants for Other Than Urbanized Areas Program.

If your Applicant seeks FTA funding for its Project under the Formula Grants for Other Than Urbanized Areas Program, former 49 U.S.C. 5311 in effect in FY 2012 or a previous fiscal year, the Certifications in Group 17.B apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications apply to each State or State organization serving as your Applicant for funding appropriated or made available for the Formula Grants for Other Than Urbanized Areas Project authorized by former 49 U.S.C. 5311(b)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply. On its behalf, you certify and assure that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its Project(s):

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- a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Its Project equipment and facilities will be adequately maintained,
4. Its State program required under former 49 U.S.C. 5311(b)(2) has provided for a fair distribution of Federal funding appropriated or made available for former 49 U.S.C. 5311(b), within the State, including Indian reservations,
5. Its State program required under former 49 U.S.C. 5311(b)(2) provides or will provide the maximum feasible coordination of public transportation service funded by former 49 U.S.C. 5311(b), with transportation service funded by other Federal sources,
6. Its Projects in its Formula Grants for Other than Urbanized Areas Program are included in:
 - a. The Statewide Transportation Improvement Program, and
 - b. To the extent applicable, a Metropolitan Transportation Improvement Program,
7. It:
 - a. Has or will have the amount of funds required for the local share, as required by former 49 U.S.C. 5311(g),
 - b. Will provide the local share funds sources approved by FTA, and
 - c. Will provide the local share funds when needed,
8. It may transfer a facility or equipment acquired using a grant under former 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
 - a. The Recipient in possession of the facility or equipment consents to the transfer, and
 - b. The facility or equipment will continue to be used as required under former 49 U.S.C. 5311, and
9. Each fiscal year:
 - a. It will spend at least fifteen (15) percent of its former 49 U.S.C. 5311 funding available for that fiscal year to develop and support intercity bus transportation within the State with eligible activities, including:
 - (1) Planning and marketing for intercity bus transportation,
 - (2) Capital grants for intercity bus shelters,
 - (3) Joint-use stops and depots,
 - (4) Operating grants through purchase-of-service agreements, user-side subsidies, and demonstration Projects, and
 - (5) Coordinating rural connections between small public transportation operations and intercity bus carriers, or
 - b. It will provide to the Federal Transit Administrator a Certification from the Chief Executive Officer of the State that:
 - (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the State, and
 - (2) The State's intercity bus service needs are being met adequately.

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17.C. Appalachian Development Public Transportation Assistance Program.

If your Applicant seeks FTA funding for its Project under the Appalachian Development Public Transportation Assistance Program, 49 U.S.C. 5311(c)(2), the Certification in Group 17.C applies to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, in addition to other Certifications and Assurances it must provide, if it is unable to use its funding made available or appropriated for public transportation operating assistance, in accordance with 49 U.S.C. 5311(c)(2)(D), it may use the funding for a highway Project only after:

1. It provides notice and an opportunity for comment and appeal to affected public transportation providers,
2. It approves for such use in writing, and
3. In approving the use, it determines that local transit needs are being addressed.

17.D. Over-the-Road Bus Accessibility Program.

If your Applicant seeks FTA funding for its Project under the Over-the-Road Bus Accessibility Program, section 3038 of TEA-21, as amended by section 3039 of SAFETEA-LU, 49 U.S.C. 5310 note, the Assurances in Group 17.D apply to your Applicant, except as FTA determines otherwise in writing.

Your Applicant assures that it will comply with all applicable Federal statutes and regulations, and follow applicable Federal guidance in carrying out any Over-the-Road Bus Accessibility Project supported by the FTA grant. It acknowledges that it is under a continuing obligation to comply with the terms and conditions of the grant agreement issued for its Project with FTA. It understands that Federal laws, regulations, policies, and administrative practices might be modified from time to time and affect the implementation of the Project.

It assures that the Federal requirements for the Over-the-Road Bus Accessibility Program during FY 2012 will apply to the Project, except as FTA determines otherwise in writing. Certifications and Assurances for funding to be awarded under this program in FY 2014 are included in these FTA Certifications and Assurances for FY 2014. Each Applicant must submit Group 01 ("Required Certifications and Assurances for Each Applicant"). Each Applicant seeking more than \$100,000 in Federal funding must provide both Group 01, and Group 02, ("Lobbying").

GROUP 18. TRIBAL TRANSIT PROGRAMS.

The Certifications in Group 18 are required for funding under:

- *The Public Transportation on Indian Reservations Formula Program, 49 U.S.C. 5311(c)(1), as amended by MAP-21, and*
- *The Public Transportation on Indian Reservations Discretionary Program, 49 U.S.C. 5311(c)(1).*

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Before FTA may provide funding for your Applicant's Project under either Program listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 18, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 18 that does not apply will not be enforced.

FTA has established terms and conditions for Tribal Transit Program grants financed with funding appropriated or made available for 49 U.S.C. 5311(c)(1). On behalf of your Applicant, you certify and assure that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Its Project equipment and facilities will be adequately maintained,
4. Its Project will achieve maximum feasible coordination with transportation service funded by other Federal sources,
5. It will:
 - a. Have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR part 18, specifically 49 CFR 18.36, or
 - b. Inform FTA promptly that its procurement system does not comply with those U.S. DOT regulations,
6. It will comply with Buy America under 49 U.S.C. 5323(j), and
7. It will comply with the Certifications, Assurances, and Agreements in:
 - a. Group 03.B and 03.C (Charter Service Agreement and School Bus Agreement),
 - b. Group 05.B (Bus Testing),
 - c. Group 06 (Demand Responsive Service),
 - d. Group 07 (Intelligent Transportation Systems), and
 - e. Group 10 (Alcohol and Controlled Substances Testing).

GROUP 19. LOW OR NO EMISSION/CLEAN FUELS GRANT PROGRAM

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The Certifications in Group 19 are required for funding under:

- 19.A. The Low or No Emission Vehicle Deployment Program, 49 U.S.C. 5312(d)(5), as amended by MAP-21, and*
- 19.B. The Clean Fuels Grant Program, former 49 U.S.C. 5308, in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply.*

Before FTA may provide funding for your Applicant's Project under any of the Programs listed above, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 19, except as FTA determines otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 19 that does not apply will not be enforced.

19.A. Low or No Emission Vehicle Deployment.

If your Applicant seeks FTA funding for its Project under the Low or No Emission Vehicle Development Program, 49 U.S.C. 5312(d)(5), as amended by MAP-21, the Certifications and Assurances in Group 19.A apply to your Applicant, except as FTA determines otherwise in writing.

Section 5312(d)(5)(C)(i) of title 49 requires the following Certifications for Low or No Emission Vehicle Deployment Program funding appropriated or made available for MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify and assure that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately,
4. It will ensure that, during non-peak hours, for transportation using or involving a facility or equipment funded for its Project, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
 - a. Any senior,

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- b. Any individual who, because of illness, injury, age, a congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or who has semi-ambulatory capability), and cannot use a public transportation service or a public transportation facility effectively without special facilities, special planning, or special design,
- c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
- d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- 5. When carrying out a procurement under this Program, it will comply with the:
 - a. General Provisions of 49 U.S.C. 5323, and
 - b. Third Party Contract Provisions of 49 U.S.C. 5325,
- 6. It has:
 - a. Informed or will inform the public of the amounts of its funding available under this Program,
 - b. Developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
 - c. Published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Projects and its performance as an Applicant,
 - d. Provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
 - e. Assured or will assure that the proposed Program of Projects provides for coordination of public transportation services assisted under 49 U.S.C. 5336 with federally funded transportation services supported by other United States Government sources,
 - f. Considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
 - g. Made or will make the final list of Projects available to the public,
- 7. It:
 - a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,
- 8. It will comply with:
 - a. The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - b. The Statewide and Nonmetropolitan Planning requirements of 49 U.S.C. 5304,
- 9. It has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation, and
- 10. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

19.B. Clean Fuels Grant Program.

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If your Applicant seeks FTA funding for its Project under the Clean Fuels Grant Program, former 49 U.S.C. 5308, in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 crosscutting requirements that apply, the Certifications and Assurances in Group 19.B apply to your Applicant, except as FTA determines otherwise in writing.

Former 49 U.S.C. 5307(d)(1) except as superseded by MAP-21 cross-cutting requirements that apply, requires the following Certifications for Clean Fuels Grant Program funding appropriated or made available for former 49 U.S.C. 5308 in effect in FY 2012 or a previous fiscal year. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify and assure that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain the Project equipment and facilities adequately,
4. It will ensure that the following individuals will be charged not more than fifty (50) percent of the peak hour fare for transportation during non-peak hours using or involving Project facilities or equipment supported under former 49 U.S.C. 5308:
 - a. Elderly individuals,
 - b. Individuals with disabilities,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), and
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under former 49 U.S.C. 5308, it will, and will require each Subrecipient, to comply with the following provisions as amended by MAP-21:
 - a. Competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
 - b. The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. 5323(h),
 - c. “Buy America” under 49 U.S.C. 5323(j),
 - d. Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
 - e. Applicable railcar option restrictions of 49 U.S.C. 5325(e), and
 - f. “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
6. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
7. It:
 - a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds from sources approved by FTA, and
 - c. Will provide the local share funds when needed,

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8. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303 and 5304,
9. It has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation, and
10. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d).

GROUP 20. PAUL S. SARBANES TRANSIT IN PARKS PROGRAM

Before FTA may provide funding for your Applicant's Project under the Paul S. Sarbanes Transit in Parks Program, former 49 U.S.C. 5320, in effect in FY 2012 or a previous fiscal year for your Applicant's Project, except as superseded by MAP-21 requirements that apply, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 20, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications and Assurances in Group 20 that does not apply will not be enforced.

1. The following Certifications and Assurances for the Paul S. Sarbanes Transit in Parks Program (Parks Program) are required by former 49 U.S.C. 5320 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. It will consult with the appropriate Federal land management agency during the planning process, and
 - b. The requirements of former 49 U.S.C. 5307, as determined by FTA, will apply to the Parks Program, authorized by former 49 U.S.C. 5320, and
2. FTA has determined certain requirements of former 49 U.S.C. 5307 to be appropriate for the Parks Program, of which some require Certifications. Therefore as specified under former 49 U.S.C. 5307(d)(1) except as superseded by MAP-21 cross-cutting requirements that apply, you certify that:
 - a. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its Project(s):
 - (1) Legal capacity,
 - (2) Financial capacity, and

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- (3) Technical capacity,
- b. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
- c. It will maintain the Project equipment and facilities adequately,
- d. When carrying out a procurement under former 49 U.S.C. 5320, it will, and will require each Subrecipient, to comply with the following provisions as amended by MAP-21:
 - (1) Competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
 - (2) The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. 5323(h),
 - (3) “Buy America” under 49 U.S.C. 5323(j),
 - (4) Applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
 - (5) Applicable railcar option restrictions of 49 U.S.C. 5325(e), and
 - (6) “Veterans Preference/Employment” under 49 U.S.C. 5325(k),
- e. It will comply with other applicable requirements under 49 U.S.C. 5323 and 5325,
- f. It has complied or will comply with the requirements of former 49 U.S.C. 5307(c). Specifically, it:
 - (1) Has made or will make available to the public information on the amounts available for the Parks Program, former 49 U.S.C. 5320, and the Projects it proposes to undertake,
 - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, Projects to be financed,
 - (3) Has published or will publish a list of proposed Projects in a way that affected citizens, private transportation providers, and local elected officials have the opportunity to examine the proposed Projects and submit comments on the proposed Projects and its performance,
 - (4) Has provided or will provide an opportunity for a public hearing to obtain the views of citizens on the proposed Projects,
 - (5) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
 - (6) Has made or will make the final list of Projects available to the public,
- g. It:
 - (1) Has or will have the amount of funds required for the local share,
 - (2) Will provide the local share funds from sources approved by FTA, and
 - (3) Will provide the local share funds when needed,
- h. It has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5303 and 5304, and
- i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation.

GROUP 21. STATE SAFETY OVERSIGHT GRANT PROGRAM.

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Before FTA may provide funding for your Applicant's Project under the State Safety Oversight Grant Program, 49 U.S.C. 5329(e), as amended by MAP-21, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certifications in Group 21, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications in Group 21 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - a. Legal capacity,
 - b. Financial capacity, and
 - c. Technical capacity,
2. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. It will maintain its Project equipment and facilities adequately,
4. When carrying out a procurement for its Project, it will comply with the:
 - a. The Uniform Administrative Requirements for Grants and Cooperative Agreements to States and Local Governments, 49 C.F.R. part 18,
 - b. General Provisions of 49 U.S.C. 5323, and
 - c. Third Party Contract Requirements of 49 U.S.C. 5325,
5. As required by 49 U.S.C. 5329(e)(6)(C), it:
 - a. Has or will have the amount of funds required for the local share,
 - b. Will provide the local share funds only from sources approved by FTA, and will not be met by:
 - (1) Any Federal funds,
 - (2) Any funds received from a public transportation agency, or
 - (3) Any revenues earned by a public transportation agency, and
 - c. Will provide the local share funds when needed,
6. It meets the applicable requirements of 49 C.F.R. part 659, Rail Fixed Guideway Systems: State Safety Oversight, and
7. It has received or will receive an FTA certification upon a determination that its State Safety Oversight Program meets the requirements of 49 U.S.C. 5329(e) and is adequate to promote the purposes of 49 U.S.C. 5329.

GROUP 22. PUBLIC TRANSPORTATION EMERGENCY RELIEF PROGRAM.

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Before FTA may provide funding for your Applicant's Project under the Public Transportation Emergency Relief Program, 49 U.S.C. 5324, as amended by MAP-21, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Assurance in Group 22, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Assurance in Group 22 that does not apply will not be enforced.

As required by 49 U.S.C. 5324(d), on behalf of your Applicant, you assure that it will comply with the requirements of the Certifications and Assurances as FTA determines will apply to an Applicant for funding appropriated or made available for the Public Transportation Emergency Relief Program.

GROUP 23. EXPEDITED PROJECT DELIVERY PILOT PROGRAM.

Before FTA may provide funding for your Applicant's Project under the Expedited Project Delivery Pilot Program, section 20008(b)(5)(D) of MAP-21, in addition to other Certifications and Assurances you must select on its behalf, you must also select the Certification in Group 23, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

To the extent that the Certification in Group 23 does not apply, it will not be enforced.

On behalf of your Applicant, you certify that its existing public transportation system or the public transportation system that is the subject of the Project is in a state of good repair, as required by section 20008(b)(5)(D) of MAP-21.

GROUP 24. INFRASTRUCTURE FINANCE PROGRAMS.

The Certifications in Group 24 apply to the following programs:

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- 24.A. *The Transportation Infrastructure Finance and Innovation Act (TIFIA) Program, 23 U.S.C. 601-609, except as superseded by MAP-21 cross-cutting requirements that apply, and*
- 24.B. *The State Infrastructure Banks (SIB) Program, 23 U.S.C. 610, except as superseded by MAP-21 cross-cutting requirements that apply.*

Before FTA may provide credit assistance under TIFIA for your Applicant's Project or funding for your Applicant to deposit in a SIB, in addition to other Certifications and Assurances you must select on your Applicant's behalf, you must also select the Certifications in Group 24, except as FTA may determine otherwise in writing.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to its Project, itself, any Subrecipient, or other Third Party Participant in its Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participants to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.

Any provision of the Certifications and Assurances in Group 24 that does not apply will not be enforced.

24.A. Transportation Infrastructure Finance and Innovation Act (TIFIA) Program.

If your Applicant seeks FTA funding for its Project under the TIFIA Program, the Certifications and Assurances in Group 24.A applies to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure, as required by 49 U.S.C. 5323(o), that Federal transit laws, specifically 49 U.S.C. 5307, 49 U.S.C. 5309, and 49 U.S.C. 5337, apply to any Project under 49 U.S.C. chapter 53 that receives TIFIA credit assistance under 23 U.S.C. 601 – 609.

1. To comply with 49 U.S.C. 5307, specifically 49 U.S.C. 5307(d)(1), on its behalf, you certify that:
 - a. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of its proposed Project(s):
 - (1) Legal capacity,
 - (2) Financial capacity, and
 - (3) Technical capacity,
 - b. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
 - c. It will maintain its Project equipment and facilities adequately,
 - d. It will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a TIFIA-financed Project, a fare that is not

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more than fifty (50) percent of the peak hour fare will be charged to the following individuals:

- (1) A senior,
 - (2) An individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design, or
 - (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), and
 - (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- e. When carrying out a TIFIA-funded procurement, it will comply with:
- (1) 49 U.S.C. 5323, and
 - (2) 49 U.S.C. 5325,
- f. It has complied with or will comply with 49 U.S.C. 5307(b), because it:
- (1) Has made or will make available to the public information on amounts of its TIFIA funding request(s),
 - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
 - (3) Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
 - (4) Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
 - (5) Has ensured or will ensure that the proposed Program of Projects provides for coordination of public transportation services funded by FTA under 49 U.S.C. 5336 and U.S. DOT under TIFIA with federally funded transportation services supported by other United States Government sources,
 - (6) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
 - (7) Has made or will make the final Program of Projects available to the public,
- g. It:
- (1) Has or will have at least (twenty) 20 percent of the TIFIA net Project costs required for the local share,
 - (2) Will provide the local share funds from sources approved by FTA, and
 - (3) Will provide the local share funds when needed,
- h. It will comply with:
- (1) The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - (2) The Statewide and Nonmetropolitan Planning requirements of 49 U.S.C. 5304,

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- i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation, and
 - j. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d),
2. To comply with the interest and financing costs restrictions of 49 U.S.C. chapter 53, it agrees that it will not seek reimbursement for interest and other financing costs incurred in connection with its Project that must be in compliance with those requirements unless:
 - a. It is eligible to receive Federal funding for those expenses, and
 - b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d *et seq.*)
4. The National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. 5321 *et seq.*, and will receive an environmental categorical exclusion, a finding of no significant impact, or a record of decision under NEPA for its Project prior to obligation of funds, and
5. It agrees that it will adopt a transit asset management plan that complies with regulations implementing 49 U.S.C. 5326(d), when required.

24.B. State Infrastructure Banks (SIB) Program.

If your Applicant is a State and seeks FTA funding under the SIB Program to deposit in its SIB, the Certifications and Assurances in Group 24.B applies to your State and its Project, except as FTA determines otherwise in writing.

On behalf of the State organization serving as your Applicant for funding for its SIB Program, you certify and assure that:

1. It will comply with the following applicable Federal laws establishing the various SIB programs since 1995:
 - a. 23 U.S.C. 610, as amended by MAP-21,
 - b. 23 U.S.C. 610 or its predecessor before MAP-21 was signed into law,
 - c. Section 1511 of TEA-21, 23 U.S.C. 181 note, or
 - d. Section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. 181,
2. It will comply with or follow the Cooperative Agreement establishing the State's SIB program between:
 - a. It and FHWA, FRA, and FTA, or
 - b. It and FHWA and FTA,
3. It will comply with or follow the Grant Agreement that provides FTA funding for the SIB and is between it and FTA, including the FTA Master Agreement, which is incorporated by reference into the Grant Agreement, except that any provision of the FTA Master Agreement incorporated by reference into that Grant Agreement will not apply if it conflicts with any provision of:
 - a. 23 U.S.C. 610, as amended by MAP-21,

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- b. 23 U.S.C. 610 or its predecessor before MAP-21 was signed into law,
 - c. Section 1511 of TEA-21, 23 U.S.C. 181 note, or section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. 181 note,
 - d. Federal guidance pertaining to the SIB Program,
 - e. The Cooperative Agreement establishing the State's SIB Program, or
 - f. The FTA Grant Agreement,
4. As required by 49 U.S.C. 5323(o), Federal transit laws, specifically 49 U.S.C. 5307, 49 U.S.C. 5309, and 49 U.S.C. 5337, as amended by MAP-21, apply to any Project under 49 U.S.C. chapter 53 that receives SIB support or financing under 23 U.S.C. 610 (or any support from 23 U.S.C. 601 – 609),
5. As required by 49 U.S.C. 5323(o) and 49 U.S.C. 5307(d)(1):
- a. It has or will have the following to carry out its proposed Project(s), including the safety and security aspects of those proposed Project(s):
 - (1) Legal capacity,
 - (2) Financial capacity, and
 - (3) Technical capacity,
 - b. It has or will have satisfactory continuing control over the use of Project equipment and facilities,
 - c. It will maintain its Project equipment and facilities adequately,
 - d. It will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a SIB-financed Project, a fare that is not more than fifty (50) percent of the peak hour fare will be charged to the following individuals:
 - (1) A senior,
 - (2) An individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - (3) An individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
 - (4) An individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
 - e. When carrying out a procurement under a SIB-financed Project, it will comply with the:
 - (1) General Provisions of 49 U.S.C. 5323, and
 - (2) Third Party Contract Provisions of 49 U.S.C. 5325,
 - f. It has complied with or will comply with 49 U.S.C. 5307(b), because it:
 - (1) Has made or will make available to the public information on amounts of its funding requested under the SIB program,
 - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
 - (3) Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

- have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
- (4) Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
 - (5) Has ensured or will ensure that the proposed Program of Projects provide for coordination of public transportation services funded by FTA under 49 U.S.C. 5336 and the SIB Program with federally funded transportation services supported by other United States Government sources,
 - (6) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
 - (7) Has made or will make the final Program of Projects available to the public,
- g. It:
- (1) Has or will have the amount of funds required for the local share by the SIB Program, but not less than twenty-five (25) percent of each capitalization grant,
 - (2) Will provide the local share funds from sources approved by FTA, and
 - (3) Will provide the local share funds when needed,
- h. It will comply with the:
- (1) The Metropolitan Transportation Planning requirements of 49 U.S.C. 5303, and
 - (2) The Statewide and Nonmetropolitan Planning requirements of 49 U.S.C. 5304,
- i. It has a locally developed process to solicit and consider public comment before:
- (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation, and
- j. It will comply with the final Federal regulations, when issued, that implement the safety plan requirements of 49 U.S.C. § 5329(d),
- 2. As required by 49 U.S.C. chapter 53, it certifies that it will not seek reimbursement for interest and other financing costs incurred in connection with its Project unless:
 - a. It is eligible to receive Federal funding for those expenses, and
 - b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require, and
 - 3. It agrees that it will adopt a transit asset management plan that complies with regulations implementing 49 U.S.C. 5326(d).

Selection and Signature Page(s) follow.

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES FOR FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS

(Signature page alternative to providing Certifications and Assurances in TEAM-Web)

Name of Applicant: _____

The Applicant agrees to comply with applicable provisions of Groups 01 – 24. _____

OR

The Applicant agrees to comply with applicable provisions of the Groups it has selected:

| <u>Group</u> | <u>Description</u> | |
|--------------|--|-------|
| 01. | Required Certifications and Assurances for Each Applicant. | _____ |
| 02. | Lobbying. | _____ |
| 03. | Procurement and Procurement Systems. | _____ |
| 04. | Private Section Protections. | _____ |
| 05. | Rolling Stock Reviews and Bus Testing. | _____ |
| 06. | Demand Responsive Service. | _____ |
| 07. | Intelligent Transportation Systems. | _____ |
| 08. | Interest and Financing Costs and Acquisition of Capital Assets by Lease. | _____ |
| 09. | Transit Asset Management Plan and Public Transportation Agency Safety Plan. | _____ |
| 10. | Alcohol and Controlled Substances Testing. | _____ |
| 11. | Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21. | _____ |
| 12. | State of Good Repair Program. | _____ |
| 13. | Fixed Guideway Modernization Grant Program. | _____ |
| 14. | Bus and Bus Facilities Formula Grants Program and Bus and Bus Related Equipment and Facilities Grant Program (Discretionary). | _____ |
| 15. | Urbanized Area Formula Grants Programs, Passenger Ferry Grants Program, and Job Access and Reverse Commute (JARC) Program. | _____ |
| 16. | Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program. | _____ |
| 17. | Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs. | _____ |
| 18. | Public Transportation on Indian Reservations Programs (also known as the Tribal Transit Programs). | _____ |
| 19. | Low or No Emission/Clean Fuels Grant Programs. | _____ |
| 20. | Paul S. Sarbanes Transit in Parks Program. | _____ |
| 21. | State Safety Oversight Program. | _____ |
| 22. | Public Transportation Emergency Relief Program. | _____ |
| 23. | Expedited Project Delivery Pilot Program. | _____ |
| 24. | Infrastructure Finance Programs. | _____ |

FTA FISCAL YEAR 2014 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2014 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE **(Required of all Applicants for FTA funding and all FTA Grantees with an active Capital or Formula Project)**

AFFIRMATION OF APPLICANT

Name of the Applicant: _____

Name and Relationship of the Authorized Representative: _____

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all Federal statutes and regulations, and follow applicable Federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in Federal Fiscal Year 2014, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Project for which it seeks now, or may later seek FTA funding during Federal Fiscal Year 2014.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with a Federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name _____
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): _____

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under State, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA Project or Projects.

Signature _____ Date: _____

Name _____
Attorney for Applicant

Each Applicant for FTA funding and each FTA Grantee with an active Capital or Formula Project must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its signature in lieu of the Attorney's signature, provided the Applicant has on file this Affirmation, signed by the attorney and dated this Federal fiscal year.

Mountain Rides Agenda Item Summary

| | | | |
|---|---|---------------------------|--|
| <u>Date:</u> | <input type="text" value="02/19/2014"/> | | |
| <u>From:</u> | <input type="text" value="Jason Miller"/> | | |
| <u>Subject:</u> | <input type="text" value="5i. Discuss naming of the intermodal project at Sun Valley Rd and East Ave., aka The Hub"/> | | |
| <u>Committee Review:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no | <u>Committee Purview:</u> | <input type="text" value="Both Committees"/> |
| <u>Previously discussed at board level:</u> | <input checked="" type="radio"/> yes <input type="radio"/> no | | |
| <u>Proposed Action:</u> | <input type="text" value="Discuss"/> | | |
| <u>Fiscal Impact:</u> | <input type="text" value="n/a"/> | | |
| <u>Related Policy or Procedural Impact:</u> | <input type="text" value="n/a"/> | | |
| <u>Background:</u> | <div><p>As this project has moved forward, the Ketchum Transportation Hub has been a working name. Now that we are closer to actually constructing this facility, we need to come up with a better name. We recently polled the community, as part of the hub master plan open houses, and the results are attached.</p><p>It is important to note that this project is being funding from the federal transit administration as an intermodal hub, so the name must try to convey that this is more than just a bus stop, it is the central bus coordination point in downtown Ketchum.</p><p>We don't need to necessarily pick the name today; the conversation can continue over the next 2-3 months, but we do need something before the facility opens in September.</p></div> | | |

Ketchum Transportation Hub

Naming results from public workshops (70 votes total)

- | | |
|---------------------------------|-----|
| 1. The Crossing at Town Square | 30% |
| 2. Ketchum Konnector | 20% |
| 3. Ketchum Hub | 16% |
| 4. Ketchum Station | 10% |
| 5. Ketchum Town Square Bus Stop | 7% |

(results don't add to 100% because there were several other names that got a few votes and aren't listed here)

Mountain Rides Agenda Item Summary

Date:

02/19/2014

From:

Jason Miller and Wendy Crosby

Subject:

5j. Update on Washington State Insurance Pool visit

Committee Review:

☒ yes

☐ no

Committee

Both Committees

Purview:

Previously
discussed at board
level:

☒ yes

☐ no

Proposed Action:

Review

Fiscal Impact:

Expenses incurred by WSTIP to travel to Ketchum to review our operations are an extra cost dictated by our return to ICRMP as insurance carrier

Related Policy or
Procedural Impact:

Service planning, FY2014 operations budget

Background:

When Mountain Rides returned to ICRMP for insurance coverage, ICRMP wanted to better understand transit industry risk. Since they don't have in-house expertise, they partnered with the Washington State Transit Insurance Pool, a cooperative insurance group that works exclusively to insure transit properties in Washington. WSTIP came and visited Mountain Rides recently to audit our operations from a safety perspective. Attached you will find the report that summarizes their findings. Staff appreciates WSTIP time and effort and the fact that they are supplying us with best practices in many areas that we will incorporate into our operations. We are already on our way with many of these areas including:

- starting a safety passport for all employees that catalogs all needed and completed trainings. This is on-going and will probably take another 2-3 months to fully implement
- a complete update and rewrite to the operator rule book, which should be complete in 2-3 months
- updated signage and house keeping efforts in the shop to keep things safer



Overview

On December 16 through December 19, 2013 the Washington State Transit Insurance Pool (WSTIP) Risk Management Specialist Chris DeVoll met with representatives from Mountain Rides Transportation Authority to perform a Best Practice Risk Assessment of their safety, training, security, maintenance, planning, and administrative programs, practices, and procedures.

Wendy Crosby Mountain Rides Business Manager was the point of contact for the Best Practice Risk Assessment. The Best Practice Assessment was conducted at Mountain Rides Administrative Base Facility, 800 1st Ave North Ketchum, Idaho. Ms. Crosby's job knowledge, position and responsibilities at Mountain Rides made her the primary point of contact and she assisted with making the assessment process smooth and seamless.

On behalf of the Washington State Transit Insurance Pool, I would like to thank Shery Harmon from ICRMP and all the staff at Mountain Rides for their hospitality and cooperation while conducting this review. I really enjoyed spending time with Jason, Rod, Wendy and Jim, swapping stories and comparing programs.

In the attached report, my focus was on the six following areas within the organization: (1) safety; (2) training; (3) security (4) maintenance; (5) planning; and (6) administrative resources management. I did not review areas such as cash or parts inventory control. I did try to address specific risk areas that the transit agency raised and provide resources for those areas if I could. Due to the time frame and limited access to the transit system, this is not a complete and detailed comprehensive assessment. My intent was to give a snapshot of their overall risk and offer some suggestion to reduce that risk. We at WSTIP would be available to answer any questions you might have regarding this report and offer our best practices and training video resources to assist.

Transit Agency Overview

Mountain Rides is located in Ketchum, Idaho. Their agency travels approximately 900,000 miles annually using 27 buses, 10 vans (for commuter service) and two non-revenue vehicles. The agency employs approximately 52 non-union employees during its peak season.¹

Their fleet consists of both new and older vehicles. The service area where the transit agency operates is medium sized with a very low percentage of their trips from passengers with special needs. Mountain Rides runs fixed route service, a commuter vanpool program, and a small demand response program.

Mountain Rides was formed by a Joint Powers Agreement (May 2007) and combined the resources of other existing transit entities funded by cities and counties. The cities are Ketchum, Sun Valley, Hailey, Bellevue, and the county is Blaine County. These organizations continue to fund Mountain Rides, although the primary funding appears to come from Sun Valley and Ketchum.

¹ Mountain Rides' employee numbers are higher during their peak season (ski season) and then lower during their off season.



Departmental Overview

The executive director of Mountain Rides is Jason Miller and he was present and very supportive during most of the assessment process. The executive director serves as the general manager of the organization and has the overall responsibility for strategic planning, organizational development, development of financial resources, and the overall responsibility of organizational operations..

The operations manager Jim Finch, has broad job responsibilities that include drug and alcohol program testing/compliance, hiring of operators, safety and training, discipline and termination of operators, monitoring licensing, security, and running the commuter vanpool program. He has extensive experience in transit operations.

The maintenance department consists of a maintenance manager who oversees fleet and facility maintenance, upgrades, and vehicle and building safety; he is supported by 4 additional staff.

The business manager serves as the finance director and handles the administration of the organization and is positioning to address new safety requirements coming from FTA.

There is no dispatch center.

Facility Overview

Mountain Rides has one facility in Ketchum. This facility is the main base of operations, houses the maintenance department, all staff, and includes five rental apartments. Quarters in the operations and maintenance are tight and storage is very limited resulting in narrow walkways and cramped spaces. The building itself appears in good condition, although HAZMAT placarding is limited and general housekeeping could be improved.

Review and Recommendations

Administrative- The primary focus of the administrative functions at Mountain Rides centered around their policies, and procedures. The primary resource documents for policies and procedures are found in the Employee Manual, Safety Policy Manual, and Operator Rule Book and Route Guide. These three documents provide adequate resources to address safety and risk at Mountain Rides, however, ***the discipline policy contained in the Operator Rule Book should be placed in the employee manual to be adopted by the board.***

Equipment and Facilities Maintenance Plan (EFMP) – The greatest challenge to risk in the maintenance department at Mountain Rides is the limited shop floor space available. The amount of space available with the requirements of vehicle maintenance to perform is challenging. While the below recommendations will be helpful in reducing risk, the more permanent solution is in the new larger maintenance facility Mountain Rides is planning in the near future. ***Suggest hiring a consultant to address some of the facility maintenance safety challenges in the design of the new facility.***



It appears the vehicles are being maintained in systematic fashion using a preventative maintenance program and the maintenance employees are skilled at their work. Due to the limited work space for maintenance personnel **WSTIP suggests, reviewing health and safety issues more closely in the maintenance department. Issues related to employee safety in the shop should be reviewed including machine and pit guarding, personal protective equipment issues and usage, and safe unobstructed walk zones through the shop.**

WSTIP recommends a focus should be made on facility maintenance issues in keeping with the EFMP. Hazardous materials need to be clearly identified and have proper placards, a clearly defined pedestrian walk zone needs to be adhered too and kept unobstructed, and the free zones around electrical panels need to be maintained.

Training Process Review – WSTIP met with the operations manager and was given an overview of the agency's training programs and process. Mountain Rides primary operator training resource is the START training program produced by RTAP. While this program is not geared to deal with urban transportation training within city limits, it does adequately address safe vehicle operations and customer service. Mountain Rides has an advantage of ramping up and ramping down their operations. Therefore, when they hire (or re-hire) each driver they go through a short driver training program that is primarily focused on defensive driving and customer service.

Documentation of this process would be helpful and inserting stronger language regarding training is recommended for the Employee Manual, and Operator Rulebook. WSTIP recommends it be made clear through policy that no driver will be placed into driving service without first receiving the prerequisite driver training. WSTIP also recommends a stronger emphasis be placed on the training program course.

The documentation provided for new operator training is adequate to document the training provided to new drivers as far as the technical skills of the job.

Mountain Rides has a limited remedial training program. **WSTIP recommends a stronger emphasis be placed on assessing and providing remedial training.** Remedial training is used in post-accident situations to reinforce the skills that were not displayed in the accident.

The return to work training program is a short session with a driver that has been off work for 30 or more days. It is a refresher program that covers defensive driving principles, mirror placement, review of any new equipment, new routes, and new geographic problem areas.

General Safety Practices - Mountain Rides holds semi-annual all staff meeting. However, their monthly safety meetings are optional for employees to attend. **WSTIP recommends either creating a safety committee and having identified personnel attend, or create a process for communicating what was discussed and the outcomes of the safety meetings and relaying the information back to all employees.**

To provide safe transportation services to all customers and employees **Mountain Rides should develop a customer exclusion policy and train all operators and supervisor to implement (See Attached WSTIP Exclusion Best Practice).**



Route Design Review – **WSTIP recommends utilizing our “Boarding and Alighting,” Best Practice (Attached) discussed with Mountain Rides during the visit.** This bus stop standards best practice will be helpful to document the development and modification of routes, bus zone placement, ADA bus zone requirements, and other boarding and alighting issues. WSTIP discussed providing this resource document on this topic during the visit.

Commuter Vanpool Program Review – Mountain Rides runs a commuter vanpool program. In this program, volunteers drive other workers going to/from work in one single daily roundtrip. The documentation of this program is in good shape. However, because of its unique nature, **Mountain Rides should report those volunteer hours to Idaho equivalent of the Department of Labor and Industries to procure workers compensation type coverage for the drivers if they are involved in an accident.**

WSTIP also recommends that the volunteer drivers driving history from the DMV be checked at least annually and volunteers be removed from service if they no longer meet the agency’s guidelines established at the time of entry into the program.

Skill Development Recommendations—Supervisors:

Accident Investigation (Vehicle and Employee Injury) – train initially and then refresh every two to three years

TSI Transit Supervisor Certification course

PASS

Reasonable suspicion drug and alcohol testing for supervisors

Harassment

Employee evaluation and discipline documentation

Skill Development Recommendations – Management Team

Accident Investigation (vehicle and employee injury)

Development of a Safety Management System (SMS)

PASS

Reasonable suspicion drug and alcohol testing for supervisors

Harassment

Employee evaluation and discipline documentation

Recommended Follow-Up for ICRMP

WSTIP Best Practices- Utilizing WSTIP’s Best Practices in “Boarding and Alighting,” “Accident Preventability” “Hiring,” “Exclusion,” and “Training” would assist Mountain Rides with addressing some of their challenges in each of these areas (Attached).



Personnel Policy - WSTIP recommends that ICRMP follow-up with Mountain Rides to ensure the Employee Manual is kept updated. However, the review of the Employee Manual showed it to be a good document meeting most of ICRMP's template policy.

Drivers Manual – The Operators Rule Book presented by Mountain Rides was adequate. However, there is a lot of employee discipline incorporated into the Operators Rule Book and therefore if not properly adopted by their board may be difficult to use for discipline or termination.

Training Process Review – Although recommendations were made in this area, the fact that drivers are basically trained every year is a very real benefit of this type of organization.

Training Areas – If there is anyway ICRMP can assist Mountain Rides in securing accident investigation training and supervisor management certification for their supervisors, this would be a great benefit to them. Assisting with training the supervisors in performance evaluation, discipline, and documentation would be extremely helpful.

Cash Handling – I did not review cash handling procedures. However, due to the small administrative staff size, ICRMP may wish to review Mountain Rides' cash handling procedures (See Attached). These procedures are similar for all municipal entities, however, keep in mind that transit agencies have quantities of cash from fare box revenues. For Mountain Rides, this amount may be light as many routes are fare-free.

Accident Reporting Forms / Supervisor Investigation Forms – Updating and providing Mountain Rides with new accident reporting forms that are consistent with ICRMP's data requirements would be helpful to both agencies.



Minutes

Planning and Marketing Committee, Wednesday, 2/5/14, 1:00pm

Webb Conference Room Annex, 191 8th Street, Suite D, Ketchum, ID 83340

Meeting start: 1:00pm

In attendance: Steve Wolper, Joe Miczulski, Dave Patrie, Mark Gilbert, Jason Miller, Kim MacPherson, Jim Finch and Rod Domke

Absent: Nils Ribi

1. Discuss art in transit concept and rebrand effort.
 - a. Jason gave an update for the art in transit idea. There is interest from the arts community. Mountain Rides is moving forward on a rebranding effort.
2. Update on RouteMatch project and system acceptance.
 - a. Jason and Kim gave an update on where we are with RouteMatch. We are not ready for acceptance yet, maybe April? There are still many things to work out.
3. Update on Marketing and Communications plan implementation.
 - a. Mountain Rides staff is moving on the implementation of the Marketing and Communications plan. Kim and Jason gave an update to the projects they are working on. Jason attended a social services meeting with about 8-10 other agencies.
4. Other items to come before the committee. None

Adjourned: 1:35pm



Minutes

Finance and Performance Committee 2/5/14 2:30 pm

Webb Conference Room Annex, 191 8th Street, Suite D, Ketchum, ID 83340

Attendance: Mark Gilbert, Susan McBryant, Jason Miller, Wendy Crosby

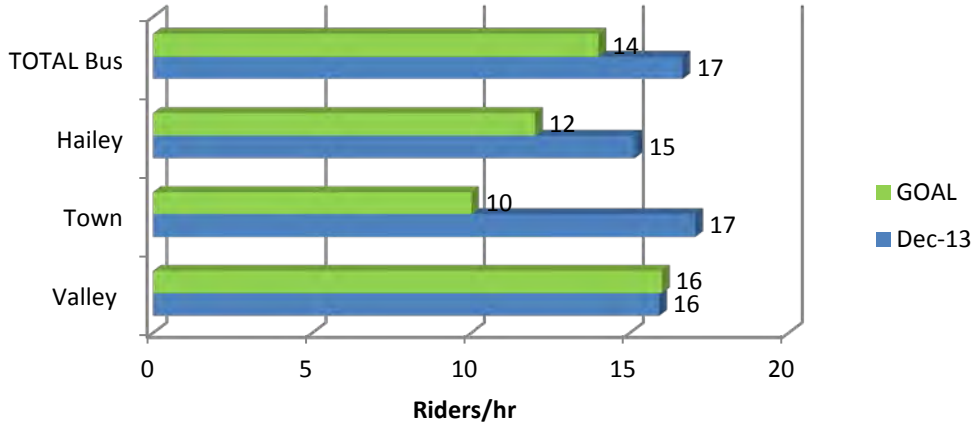
Absent: Michael David

- 1) Reviewed and approved monthly financials and checks issued (Dec).
- 2) Reviewed draft of FY2013 excess operating funds calculation. Committee recommended increasing the amount retained in Operations Fund by \$5,000 in order to add a line item to the FY2014 budget for an Employee Assistance fund.
- 3) Discussed safety audit report from the Washington State Transit Insurance Pool. No major findings. MR staff is working on implementing recommendations.
- 4) Discussed goals and approach to developing FY2015 budget. Committee asked MR staff to review the percentage of LOT receipts MR has received in past years.

Adjourned 3:40PM.

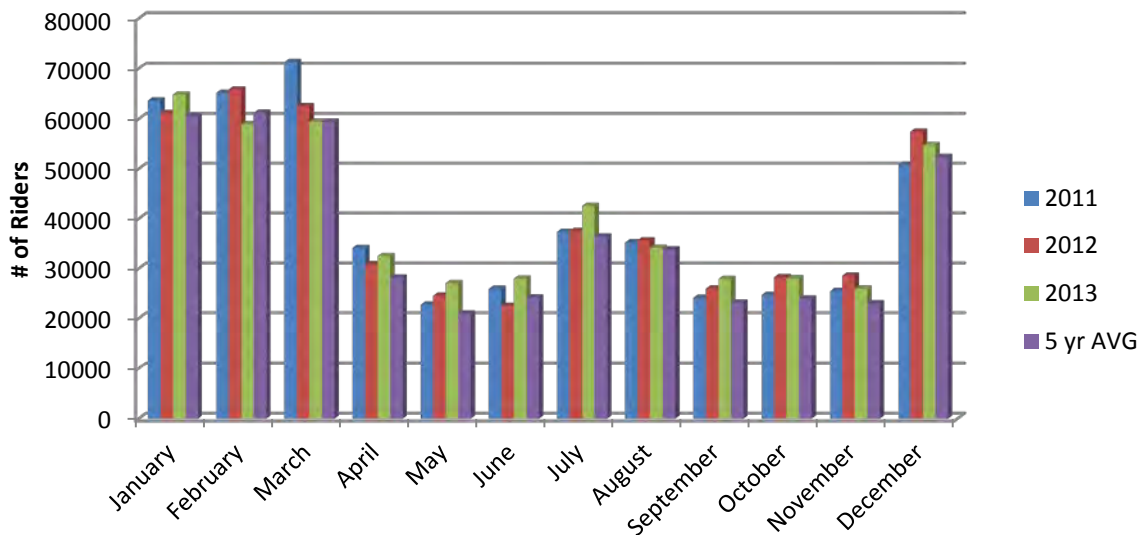
PERFORMANCE DASHBOARD - RIDERSHIP, DECEMBER 2013

Ridership per hour



Definition: One way rides for the month divided by the number of bus revenue service hours for the month (aka productivity) - being higher than goal is good. 15 is reasonable goal for a resort-rural fixed route system.

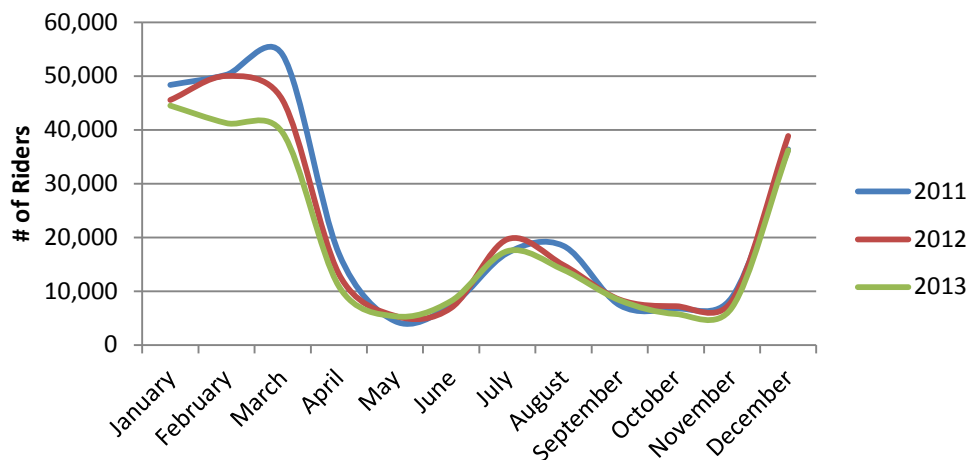
Total Ridership by Month



YTD Ridership
480,708

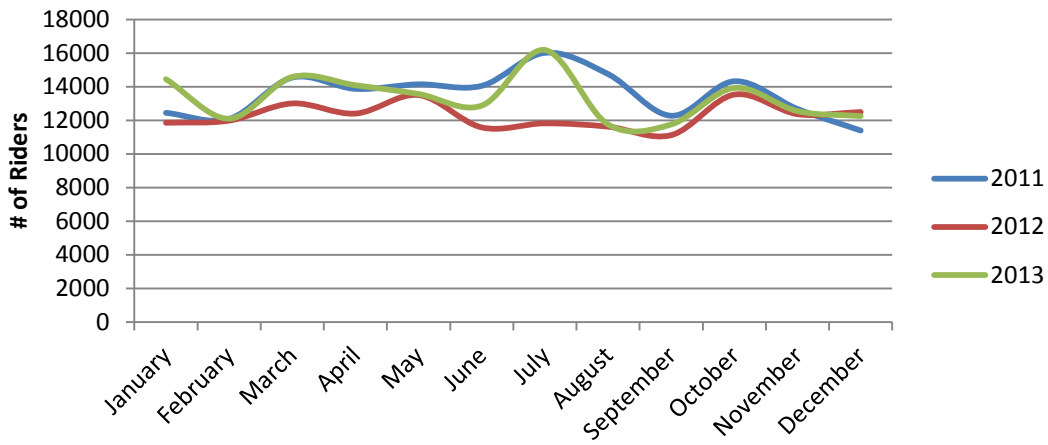
Definition: Monthly ridership compared with one year ago, two years ago and the 5 year average.

Town Routes

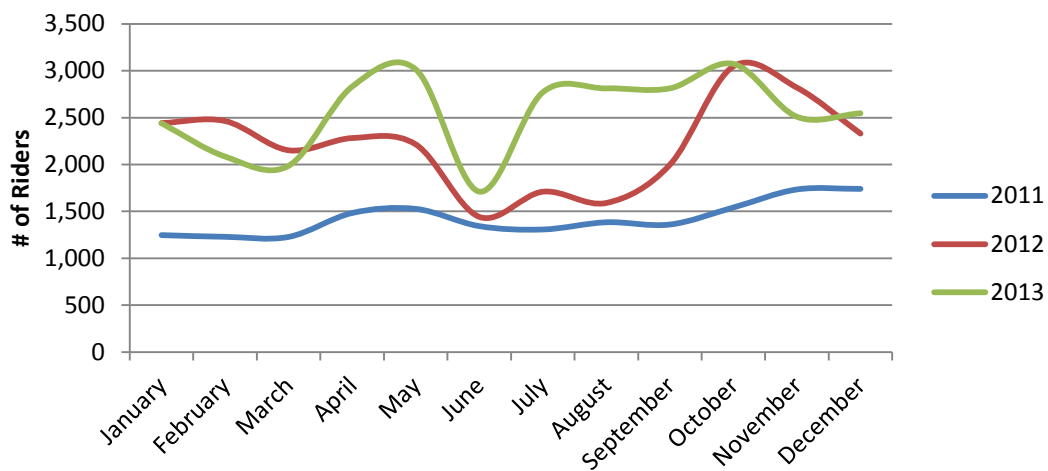


PERFORMANCE DASHBOARD - RIDERSHIP BY ROUTE, DECEMBER 2013

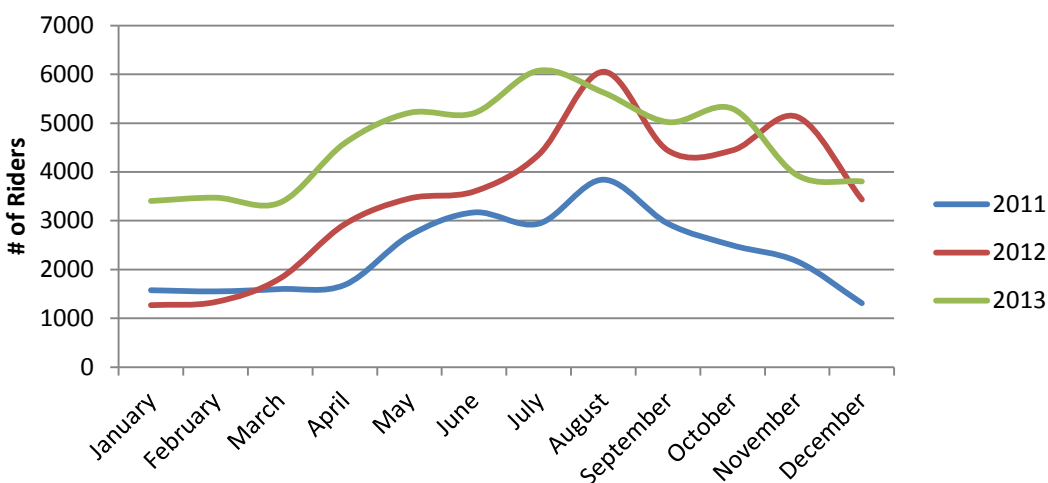
Valley Route



Hailey Route

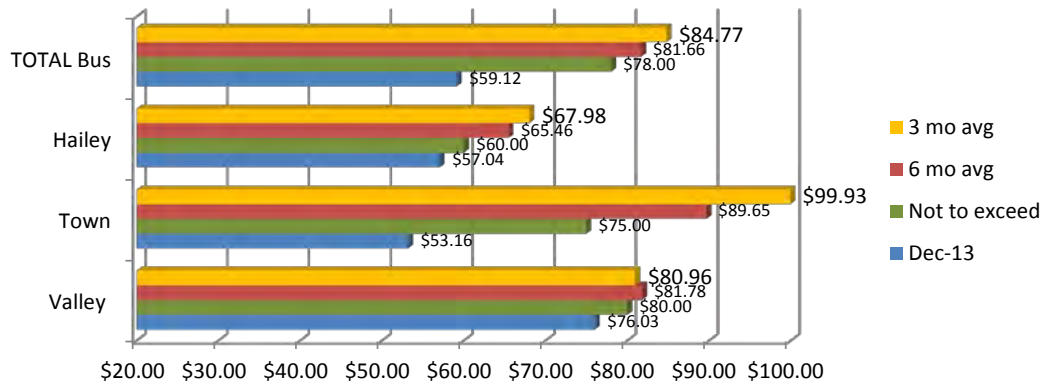


Vanpool



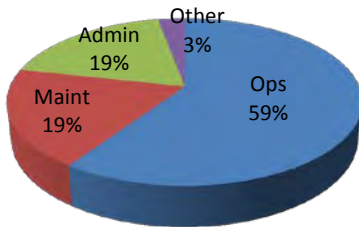
PERFORMANCE DASHBOARD - FINANCIAL, DECEMBER 2013

Costs per hour

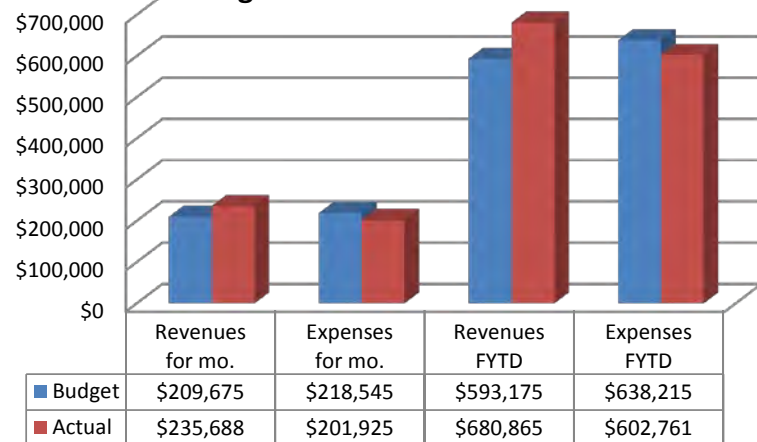


Definition: Monthly costs divided by the number of bus revenue service hours operated for the month. Being lower than goal is good. Monthly numbers are compared to 3 month average in order to give a longer time period for reference (monthly fluctuations can be great).

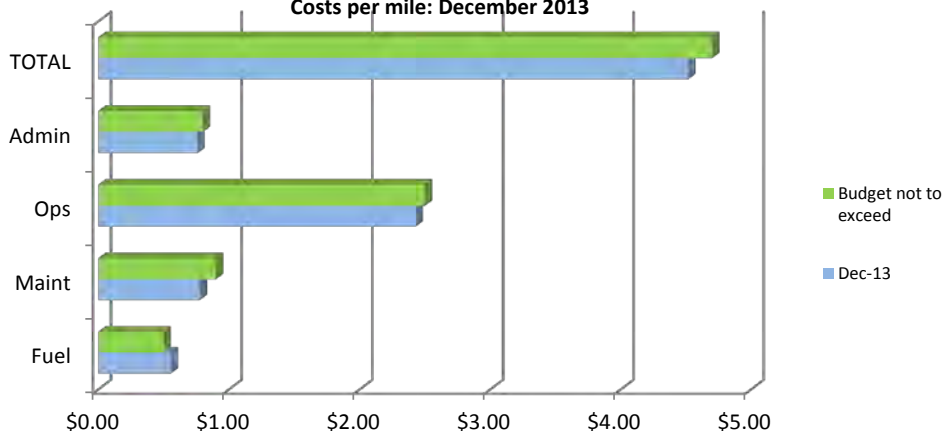
Costs by Department,
DECEMBER 2013
(total costs = \$201,925)



Budget vs Actual -DECEMBER 2013

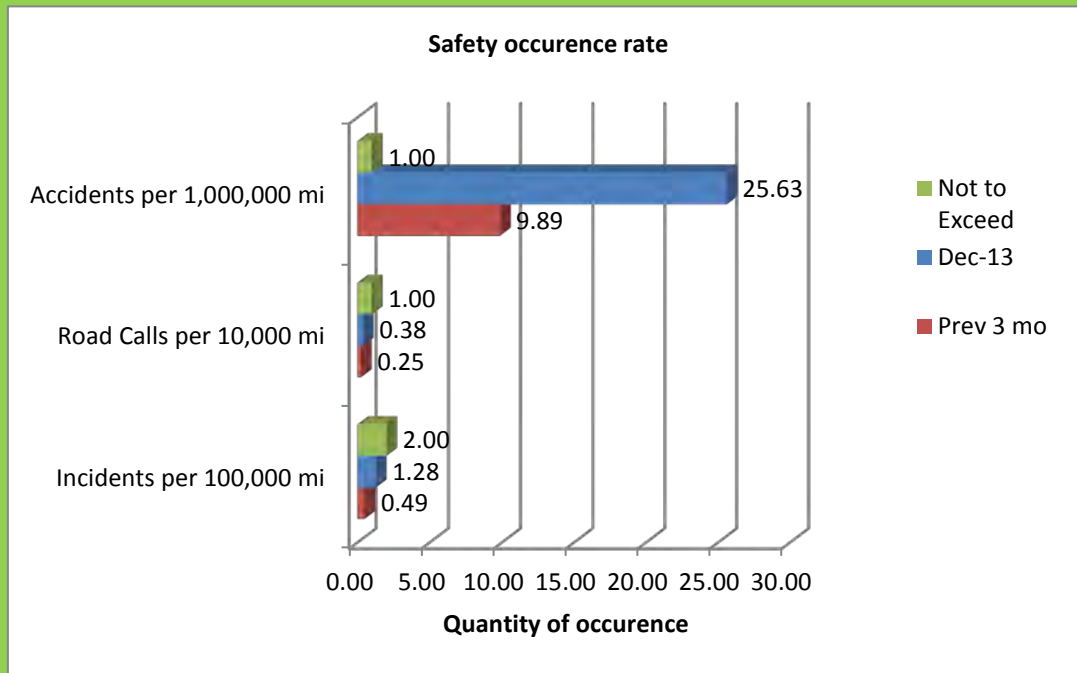


Costs per mile: December 2013



Definition: Costs for services are taken in total for the month and then divided by the mileage operated for the month. Costs are also calculated for each department to show the contribution to costs per mile. The budget is established based on historical averages and what is reasonable on a statewide basis for a rural fixed route system.

PERFORMANCE DASHBOARD - SAFETY, DECEMBER 2013



Definition: This is the rate at which these safety related items are happening at a rate that is consistent with industry

| Safety | Oct-13 | Nov-13 | Dec-13 |
|-------------------|--------|--------|--------|
| Incidents | 0 | 0 | 1 |
| Accidents | 0 | 0 | 2 |
| Road Calls | 1 | 1 | 3 |

Incident is defined as an event that involved a minor collision, injury or altercation that may have caused physical damage or injury (less than \$200) to MRTA property or persons only. No outside parties involved.

Accident is defined as an event that caused damage to one or more MR vehicles or property in excess of \$200 OR damage to vehicles, property or persons unrelated to MRTA in any amount.

Road Call is defined as a vehicle that is taken out of revenue service because of a need for unscheduled maintenance.

**MAINTENANCE DAYS WITHOUT
A LOSS TIME ACCIDENT OR
INJURY: Current**

119

Mountain Rides Staff Report

Date:

02/19/2014

Staff Member:

Jim Finch

Department:

Operations

Department
Highlights from the
Previous Month:

Overall, Operations reported a modest increase in ridership compared to 2013. The passenger numbers continued to reflect a lack luster snowpack and resort business. Our visitors greatly appreciated the world class slope grooming!

Total ridership 66272 compared to 65241 in 2013 +2%. 2012=61,140 passenger trips. 2014 by the numbers:

Town routes: Overall 46182 riders +4%:

Blue: +3% 22795 riders Green: -27% 1916 riders Red: +13% 2481 riders

Silver : +16% 17273 Bronze: -36% 1717 riders

Valley route: -8% 13235 riders 14444 riders in 2013

Hailey route: +18% 2885 riders

Vanpool: +15% 3929 riders Highlights: 6 vans SVCO and 2 SVSEF vans added this year due to need to move athletes to limited trail access.

Progress on
projects/initiatives:

Safety and Service continue to be our highest priorities.

One accident in January: a car rearended a Valley bus on Hwy 75 in the "elk zone".

Challenges/
Opportunities:

Upcoming events:

Presidents' week should be very busy due to recent snow fall!

The National Brotherhood of Skiers visits Sun Valley the week of February 22-March 1. We will be operating extra service to meet the Apres ski activities associated with this large group. NBS' most recent visit was in 2012.

Mountain Rides Staff Report

Date:

02/19/2014

Staff Member:

Rod Domke

Department:

Maintenance

Department
Highlights from the
Previous Month:

Presently at 119 days without a time loss accident/incident.

Record to date is 825 days.

Carlos and Randy had an informative visit at the Gillig bus factory. Much was learned and brought back to maintenance. New safety items, as well as, new configurations on electronics and suspension features.

We have accepted delivery of our new 35' Gillig bus #29. It has been prepped and is ready for service, the licensing is the only holdup at this time, due to the paperwork from Gillig that has not yet arrived.

Progress on
projects/initiatives:

Bus #4 has received its engine overhaul and is running well on route.

The separation wall between the offices and maintenance bays has been completed. Utilizing Mountain Rides employees for this construction saved us thousands of dollars in labor alone.

Challenges/
Opportunities:

The UTA buses are still in the works, federal and internal red tape is the only holdup at this time.

Once #29 is in service, IC #27 must go to Rush for more warranty repairs. We expect this bus will be out of service for two weeks.

Mountain Rides Staff Report

Date:

02/19/2014

Staff Member:

Kim MacPherson

Department:

Marketing Outreach

Department
Highlights from the
Previous Month:

RouteMatch: I work with their customer support and have been taking their webinar courses to learn more about the program.

Progress on
projects/initiatives:

We are working with Sun Valley Co regarding transportation for the upcoming week with the National Brotherhood skiers.

I am putting together a "sales kit" for the auto body/repair shops and will start delivering them this week. The kit includes passes, table tent, schedules and a quick reference guide.

I will start the winter customer satisfaction survey this month.

Challenges/
Opportunities:

RouteMatch: The sign at the YMCA is still down.
RouteMatch will be here this coming week to work with us. I had a phone meeting with our new contact, Steve Graves, and plan to work with them on Thursday.

Mountain Rides Staff Report

Date:

Staff Member:

Department:

Department
Highlights from the
Previous Month:

Progress on
projects/initiatives:

Challenges/
Opportunities:

Mountain Rides Staff Report

Date:

02/19/2014

Staff Member:

Jason Miller

Department:

Executive Director

Department
Highlights from the
Previous Month:

Employee Banquet - We had an excellent third Annual Employee banquet and Safety recognition event at the Senior Connection in Hailey. Employees were recognized for years of Safe Driving and Service. Carlos Tellez was named Maintenance Employee of the Year, Jose Victorino was named Operations Employee of the Year and Kim MacPherson was named Administrative Employee of the Year. This event was great team building and morale boosting. We continue to demonstrate a focus on Safety and Service!

Tour with Federal Transit Administration - we spent all day on February 27th touring 3 representatives from FTA around to our various capital projects (south valley facility and downtown Ketchum intermodal center, as well as looking at our existing facility and operations). They were very supportive and helpful with all of our projects. We look forward to their support in helping us move these projects along expeditiously.

PTAC - I attended the Public Transportation Advisory Committee meeting in Boise and learned that capital funding for equipment will now run through a state process where vehicle priorities are determined by the state database and funding is allocated statewide by district. This will result in very limited capital replacement funding opportunities for Mountain Rides.

Progress on
projects/initiatives:

Bike-ped Master Plan - we wrapped a great week of public outreach with Harmony Design in town to solicit public input on bike-ped needs and priorities. Over 100 people attended our various outreach sessions and stakeholder meetings during the week. We also participated in a Health Impact Assessment that was led by Virtruvian Planning to help quantify the health benefits associated with the different initiatives in our plan. All of the dialogue was critical to improving biking, walking and transit use in Blaine County.

South Valley Facility - I met with Craig Eckles to review the Conditional Use Permit process that we will go through to get necessary approvals on the two lots. This process will not be too difficult and should take 6-8 weeks.

Hub - Ketchum P and Z saw this project and was generally supportive with no major issues.

Challenges/
Opportunities:

5317 funding opportunity - some additional 5317 funding has come available and Mountain Rides is putting in a request for a replacement minivan to replace the old Toyota van, as well as funding for automatic stop annunciators.

Funding allocation - I attended more discussions in Boise about possible changes to the way federal funding is allocated. These continue to be very challenging and discouraging.

Mountain Rides Agenda Item Summary

Date:

From:

Subject:

Committee Review: ☐ yes ☒ no Committee Purview:

Previously discussed at board level: ☒ yes ☐ no

Proposed Action:

Fiscal Impact:

Related Policy or Procedural Impact:

Background:



**REGULAR MEETING
MOUNTAIN RIDES TRANSPORTATION AUTHORITY
Wednesday, January 15, 2014, 1:00 p.m.
Ketchum City Hall Meeting Room, Ketchum, Idaho**

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Regular Meeting in the Ketchum City Hall Meeting Room, Ketchum, Idaho.

PRESENT: Chairman Susan McBryant, Vice-Chair Mark Gilbert (Sun Valley), Secretary Steve Wolper (at-large), Michael David (Ketchum), Nils Ribi (Sun Valley), Joe Miczulski (Bellevue), and David Patrie (Blaine County).

ABSENT: Peter Everett (Ketchum).

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager/Treasurer Wendy Crosby
Mountain Rides Operations Manager Jim Finch
Administrative Support Coordinator Kim MacPherson

1. CALL TO ORDER

Chair Susan McBryant called to order the meeting of Wednesday, January 15, 2014 at 1:04 p.m.

2. COMMENTS FROM THE CHAIR AND BOARD MEMBER THOUGHTS

Chair McBryant noted her meeting with Nina Jonas, Ketchum Mayor, and expressed her thoughts that Ketchum continues to be supportive of MRTA. She further asked Board members to introduce themselves to municipal leaders.

3. PUBLIC COMMENT PERIOD FOR ITEMS NOT ON THE AGENDA (including questions from Press)

None offered.

4. ACTION ITEMS AND DISCUSSION ITEMS (Action items were considered out of order and noted as such in these minutes.)

a. Action item: (p.2-3)

Approve reappointment of Steve Wolper as At-large Board member.

Chair McBryant provided an overview of Mr. Wolper's involvement in the community and representative of MRTA. This is his second term on the Board. **Mark Gilbert moved to approve the reappointment of Steve Wolper as the at-large member of the Board. Mike David seconded, and the motion passed unanimously.**

d. Action item: (p.14-15)

Approve board and committee meeting calendar for 2014.

Discussion included reasons for the order of meetings. **Nils Ribi moved to approve the board and committee calendar for 2014 as presented. Mark Gilbert seconded, and the motion carried unanimously.**

7. CONSENT CALENDAR ITEMS

a. Approve minutes (p. 30-34)

i. Dec. 18 regular board meeting minutes, Dec. 11 special meeting.

b. Receive & File financials (p. 35-40)

i. November 2013.

Nils Ribi moved to approve the Consent Calendar as presented. Chair McBryant clarified that the motion included items a and b on the Agenda. **Mike David seconded.** Discussion included that the F&P meeting did not meet, but the financials were distributed to all committee members. **The motion passed unanimously.**

****Chair McBryant advised there would be a strategic planning session on January 16, 2014.**

4. ACTION ITEMS AND DISCUSSION ITEMS (Action items were considered out of order and noted as such in these minutes.)

e. Discussion item: (p.16-19)

Update from Kurt Eggers on Ketchum Transportation Hub design progress.

Jason Miller provided an update on this project and introduced Mr. Eggers. Mr. Eggers then introduced his team present and further explained details of the project's progress, including positive responses from various stakeholders and ITD. Discussion included safety measures, whether ITD would require an encroachment permit, snowplow and storage concerns, traffic flow, parking impacts, the possibility of incorporating public art, bicycle parking, building material choices and maintenance. Discussion continued on Valley Route inclusion at the Hub, and planning for utilities. Board consensus was very supportive of the project.

Present for the Hub discussion item with Kurt Eggers: Jeff Loomis, Nathan Schutte, Trina Peters, Claudia McCain, Jen Smith and Dale Bates.

Chair McBryant opened for discussion the matter of naming the Hub intersection. Ketchum Mayor Jonas has requested keeping a western theme. Board members suggested names descriptive of location and function, simple and clear, yet unique.

b. Action item: (p.4-7)

Approve Jason Miller management education program.

Discussion included continuing education in the future. **Mark Gilbert moved to approve Mr. Miller's management education program. Mike David seconded, and the motion passed unanimously.**

c. Action item (p.8-13)

Approve Real Estate Purchase and Sale Agreement between Mountain Rides and Blaine County for 2 county-owned lots in Southern Belle.

Chair McBryant advised that this agreement was vetted at length by legal counsel on both sides. **Mark Gilbert moved to approve the Real Estate Purchase and Sale Agreement between Mountain Rides and Blaine County. Joe Miczulski seconded.** Comments included whether

permits and land use contingencies have been considered. It was recommended to lengthen the amount of time to confirm these matters in the inspection period, and to provide a signature line for legal counsel. Closing date schedule was discussed, contract language was clarified, and the importance of title insurance protection was considered. Further discussion included time restrictions on approval of a CUP, whether there are CC&Rs on this property. **Motion was amended to include a signature line as approved as to legal form. In a call for the question, the motion was unanimously carried.**

f. Discussion item (p.20)

Discuss upcoming road and bridge levy proposal.

Chair McBryant noted she was uncomfortable taking a position on this, and asked Mr. Miller for an overview. He added that this was intended as information on funding issues, and explained the proposed levy as an option. Discussion included whether MRTA should take a position on this or remain neutral.

5. COMMITTEE REPORTS:

No Committees in January.

6. STAFF REPORTS

a. Dashboard performance reports for November 2013 (p.21-24)

Discussion included ridership numbers, calculation errors, costs per hour and reasons for changes.

b. Operations report (p.25)

c. Maintenance report (p.26)

d. Marketing and Outreach report (p.27)

e. Business Manager report (p.28)

f. Executive Director report (p.29)

Jason Miller explained what occurred at his earlier meeting today at the DCC meeting in Twin Falls.

8. EXECUTIVE SESSION

Pursuant to Idaho Statute 67-2345(1)(f) to discuss pending litigation, (1)(a) to discuss personnel

Nils Ribí moved to go into Executive Session pursuant to Idaho Statute 67-2345(1)(f) to discuss pending litigation. Mark Gilbert seconded. Roll call vote: David Patrie, aye; Michael David, aye; Mark Gilbert, aye; Nils Ribí, aye; Joe Miczulski, aye; Steve Wolper, aye; Susan McBryant, aye.

9. ADJOURNMENT

With no other business to come before the Board, Board Member Nils Ribí moved to adjourn the meeting at 3:14 p.m., seconded by Board Member Mark Gilbert. Motion passed unanimously.

Chairman Susan McBryant



**SPECIAL MEETING
MOUNTAIN RIDES TRANSPORTATION AUTHORITY BOARD OF DIRECTORS
STRATEGIC BUSINESS PLANNING WORKSHOP
Thursday, January 16, 2014
YMCA Community Room, 101 Saddle Rd, Ketchum, Idaho 83340**

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Special Meeting at the YMCA Community Room, Ketchum, Idaho.

PRESENT: Chairman Susan McBryant, Secretary Steve Wolper, Nils Ribí, Joe Miczulski, Michael David, and Vice-Chairman Mark Gilbert

ABSENT: David Patrie and Peter Everett

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager Wendy Crosby
Mountain Rides Administrative Support Coordinator Kim MacPherson
Mountain Rides Operations Manager Jim Finch
Mountain Rides Maintenance Manager Rod Domke

1. CALL TO ORDER

Chairman Susan McBryant called to order the meeting of Thursday, January 16 at 11:40am.

2. Intro and goals for the day: What do we want to accomplish today?

The group discussed their wants, goals and expectations for the meeting.

3. Business Plan Ideas

The group agreed that we have to come up with an operating plan that clearly shows where Mountain Rides is heading and what resources will be required to keep Mountain Rides running. This plan would look 5 years out and would be share with our local funding partners.

4. Funding

The group decided that we need to be proactive regarding funding. The group discussed what opportunities there could be for local option tax dedication for public transportation (e.g., 1% for air). The need for educating DCC/PTAC/legislature/elected officials on impacts of changes to federal funding and need for dedicated funding would be critical in this effort. It must also address contingency planning.

5. Transit Plan

Look for new opportunities and encourage more people to ride. Work on the business plan to coincide with transit plan updates. We talked about a plan and funding for a dedicated airport service.

6. Capital Projects

The last bus using federal money is coming, and now we have no more federal funding programmed for bus replacements. Mountain Rides must look at new ways to fund critical needs. And there are so many different capital projects going on that Mountain Rides must keep focused on successful completion of these projects. The group discussed the need to have a timeline for the construction of the South Valley facility if we want to move in by 2015, as well as having critical paths for all capital projects.

7. Marketing

The group discussed updating the brand of Mountain Rides.

8. Board structure and Staffing needs

The board discussed the officer terms and board structure going forward. A plan was put in place to change the committee meeting schedule to make it more efficient.

9. ADJOURNMENT

With no other business to come before the Board, Board Member Steve Wolper moved to adjourn the meeting at 3:30 p.m., seconded by Board Member Joe Miczulski. Motion passed unanimously.

Chairman Susan McBryant



**SPECIAL MEETING
MOUNTAIN RIDES TRANSPORTATION AUTHORITY BOARD OF DIRECTORS
Wednesday, February 5, 2014
Webb Conference Room Annex, 191 8th Street, Suite D, Ketchum, Idaho 83340**

Board Members of the Mountain Rides Transportation Authority of the Cities of Bellevue, Hailey, Ketchum and Sun Valley, and Blaine County, State of Idaho, met in a Special Meeting at the Webb Conference Room, Ketchum, Idaho.

PRESENT: Chairman Susan McBryant, Secretary Steve Wolper, David Patrie, Joe Miczulski, and Vice-Chairman Mark Gilbert

ABSENT: Michael David and Nils Ribi

ALSO Mountain Rides Executive Director Jason Miller

PRESENT: Mountain Rides Business Manager Wendy Crosby
Mountain Rides Administrative Support Coordinator Kim MacPherson
Mountain Rides Operations Manager Jim Finch
Mountain Rides Maintenance Manager Rod Domke

1. CALL TO ORDER

Chairman Susan McBryant called to order the meeting of Wednesday, February 5 at 1:35pm.

2. Review outcomes of the annual strategic workshop and draft of strategic initiative plan for 2014

Jason reviewed and shared a strategic initiative document to be adopted by the board at the February meeting. Susan McBryant requested a calendar for all the initiatives. Steve Wolper requested a checklist for completion of the initiatives in the document.

3. Update on Ketchum transportation hub progress and discuss naming

Jason gave an update on the progress of the Hub. The group discussed the naming of the Hub and came up with Town Square Hub or East Avenue Hub.

4. Discuss status of South Valley facility and receipt of new 35' Gillig bus

Jason will plan on going to the Blaine County Commissioner's meeting on Tuesday, Feb 18th when there will be a discussion of the sale of the lots to Mountain Rides. Mountain Rides has received our new bus and the group went and toured the bus.

5. ADJOURNMENT

With no other business to come before the Board, Board Member Steve Wolper moved to adjourn the meeting at 2:34 p.m., seconded by Board Member David Patrie. Motion passed unanimously.

Chairman Susan McBryant

Mountain Rides Agenda Item Summary

Date: 02/19/2013

From: Wendy Crosby

Subject: 8b. December financials

Background:

For the month of December 2013

On the Revenue side, Federal reimbursements were over budget for the month due to 5316 and 5317 receipts. We will continue to draw these funds as quickly as we can given their March 2014 expiration. We expect to fully use 5316 funds this month and we are hoping to receive an extension of time to use the remaining 5317 funds.

Vanpool fares are way up for both current month and FYTD compared to budget due to a change in the method of charging Sun Valley Co. We are billing them \$.62 on actual miles traveled during the previous month, which is a more equitable arrangement. ADA fares are up reflecting increased demand in past months. Bus Ad revenue is being collected quicker than anticipated but is expected to end the year on budget.

Total Expenses for December were below budget, with payroll and fuel expenses the primary contributing items. A few items exceeded budget:

Insurance - accident 12/2/13, MR paid for damage to truck

Professional Fees- began using Mary Barker to assist with Routematch;

Bike/Ped Master plan expenses not fully reimbursed (timing)

Rent- began using an additional south valley facility at a rent of \$600/month not in the budget

Advertising- print ads over the holidays exceeded budget, expected to come in on budget for the year; Ad Contract commission higher due to quicker revenue collections

Printing- a little over for the month but expected to come in on budget for the year

December 2013 Checks Issued:

Large/Unusual Items of note:

- Les Schwab \$13,867.24- end of winter tire change over expense
- Hanley Dawson \$2,045.49- reimbursement for damage to vehicle
- Rush Truck \$4081.48- IC repairs
- Capital Equipment/ Facilities Fund transfers \$8,303.62 each and Contingency Fund \$4,166.67 x 2- cash flow improved allowing these transfers to be caught up
- Alexander Clark \$5,556.06- printing of winter schedules
- Harmony Design \$1,800- subsequently reimbursed by Blaine County/Bike-Ped Master plan expense

MRTA - Operations Main Revenue & Expenditures Budget Performance

December 2013

| | Dec 13 | Budget | % of Budget | Oct - Dec 13 | YTD Budget | % of Budget | Annual Budget |
|--|-------------------|-------------------|---------------|-------------------|-------------------|---------------|---------------------|
| Ordinary Income/Expense | | | | | | | |
| Income | | | | | | | |
| 41000 - Federal Funding | | | | | | | |
| 41200 - Federal - 5311 | 68,250.00 | 70,000.00 | 97.5% | 175,818.00 | 170,000.00 | 103.4% | 789,000.00 |
| 41300 - Federal - 5316 | 12,418.00 | 0.00 | 100.0% | 64,387.00 | 0.00 | 100.0% | 0.00 |
| 41400 - Federal - 5317 | 4,709.00 | 0.00 | 100.0% | 18,702.00 | 0.00 | 100.0% | 0.00 |
| 41500 - Federal - Stimulus/5310 | 0.00 | 6,500.00 | 0.0% | 0.00 | 19,000.00 | 0.0% | 77,488.00 |
| Total 41000 - Federal Funding | 85,377.00 | 76,500.00 | 111.6% | 258,907.00 | 189,000.00 | 137.0% | 866,488.00 |
| 42000 - State Funding | | | | | | | |
| 42100 - State - Safe Routes | 326.34 | 0.00 | 100.0% | 326.34 | 1,000.00 | 32.6% | 8,000.00 |
| 42400 - State - Training | 1,500.00 | 0.00 | 100.0% | 1,550.00 | 0.00 | 100.0% | 7,500.00 |
| Total 42000 - State Funding | 1,826.34 | 0.00 | 100.0% | 1,876.34 | 1,000.00 | 187.6% | 15,500.00 |
| 43000 - Local Funding | | | | | | | |
| 43100 - Local - Ketchum | 39,645.83 | 39,645.83 | 100.0% | 118,937.49 | 118,937.49 | 100.0% | 475,750.00 |
| 43200 - Local - Hailey | 4,901.66 | 4,901.67 | 100.0% | 54,171.00 | 55,000.00 | 98.5% | 58,820.00 |
| 43300 - Local - Bellevue | 14.41 | 72.08 | 20.0% | 43.25 | 216.24 | 20.0% | 865.00 |
| 43400 - Local - Blaine County | 9,226.66 | 9,226.67 | 100.0% | 27,680.00 | 27,680.01 | 100.0% | 110,720.00 |
| 43500 - Local - Sun Valley | 18,020.84 | 18,020.83 | 100.0% | 54,062.50 | 54,062.49 | 100.0% | 216,250.00 |
| 43600 - Local - Sun Valley Company | 30,275.00 | 30,275.00 | 100.0% | 64,875.00 | 64,875.00 | 100.0% | 151,375.00 |
| Total 43000 - Local Funding | 102,084.40 | 102,142.08 | 99.9% | 280,303.24 | 280,476.24 | 99.9% | 1,013,780.00 |
| 44000 - Fares | | | | | | | |
| 44100 - Fares - Valley Cash | 5,585.95 | 7,500.00 | 74.5% | 14,887.10 | 19,500.00 | 75.3% | 76,000.00 |
| 44200 - Fares - Valley Passes | 3,766.50 | 9,000.00 | 41.9% | 54,171.00 | 55,000.00 | 98.5% | 130,000.00 |
| 44300 - Fares - Vanpool | 23,064.66 | 8,000.00 | 288.3% | 41,882.66 | 26,000.00 | 161.1% | 175,000.00 |
| 44400 - Fares - ADA | 107.00 | 25.00 | 428.0% | 272.00 | 75.00 | 362.7% | 200.00 |
| Total 44000 - Fares | 32,524.11 | 24,525.00 | 132.6% | 111,012.76 | 100,575.00 | 110.4% | 381,200.00 |
| 45000 - Revenue | | | | | | | |
| 45100 - Rev - Advertising | 11,819.16 | 4,000.00 | 295.5% | 18,739.99 | 12,000.00 | 156.2% | 48,000.00 |
| 45200 - Rev - Business Sponsors | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 1,000.00 |
| 45450 - Rev - Misc. | 0.00 | | | 103.50 | | | |
| 45500 - Rev - Charter/Special Event | 340.00 | 800.00 | 42.5% | 1,727.50 | 1,500.00 | 115.2% | 15,000.00 |
| 45600 - Rev - Bike Share- Bike Swap | 40.00 | 0.00 | 100.0% | 20.00 | 0.00 | 100.0% | 6,000.00 |
| Total 45000 - Revenue | 12,199.16 | 4,800.00 | 254.1% | 20,610.99 | 13,500.00 | 152.7% | 70,000.00 |
| 47000 - Private Donations | | | | | | | |
| 47100 - Priv. Donation - Foundations | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 500.00 |
| Total 47000 - Private Donations | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 500.00 |
| 48000 - Transfers | | | | | | | |
| 48400 - Transfer - Housing Fund | 1,666.67 | 1,666.67 | 100.0% | 5,000.01 | 5,000.01 | 100.0% | 20,000.00 |
| Total 48000 - Transfers | 1,666.67 | 1,666.67 | 100.0% | 5,000.01 | 5,000.01 | 100.0% | 20,000.00 |
| 49000 - Interest Income | 10.47 | 41.67 | 25.1% | 35.95 | 125.01 | 28.8% | 500.00 |
| 49500 - Diesel Tax Refunds | 0.00 | 0.00 | 0.0% | 3,673.00 | 3,500.00 | 104.9% | 18,000.00 |
| 49600 - Misc. Income | | | | 5.00 | | | |
| Total Income | 235,688.15 | 209,675.42 | 112.4% | 681,424.29 | 593,176.26 | 114.9% | 2,385,968.00 |
| Gross Profit | 235,688.15 | 209,675.42 | 112.4% | 681,424.29 | 593,176.26 | 114.9% | 2,385,968.00 |
| Expense | | | | | | | |
| 51000 - Payroll Expenses | | | | | | | |
| 51100 - Salaries and Wages | 96,618.53 | 103,500.00 | 93.4% | 252,531.91 | 262,500.00 | 96.2% | 1,114,768.00 |
| 51200 - Accrued Vacation Expense | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 0.00 |
| 51300 - FICA Expense | 5,836.94 | 5,970.00 | 97.8% | 14,988.40 | 15,990.00 | 93.7% | 70,000.00 |
| 51350 - Medicare Tax Expense | 1,340.01 | 1,425.00 | 94.0% | 3,505.38 | 4,100.00 | 85.5% | 17,000.00 |
| 51400 - Retirement Plan Expenses | 6,867.49 | 8,750.00 | 78.5% | 21,918.78 | 25,500.00 | 86.0% | 96,500.00 |
| 51500 - Workers Comp Expense | 0.00 | 0.00 | 0.0% | 11,261.00 | 11,250.00 | 100.1% | 45,000.00 |
| 51600 - SUI Expense | 1,042.93 | 2,591.67 | 40.2% | 3,036.69 | 6,625.01 | 45.8% | 28,000.00 |
| 51700 - Medical Ins. Expense | 10,430.19 | 9,499.99 | 109.8% | 31,434.90 | 28,499.97 | 110.3% | 116,000.00 |
| 51800 - Dental Ins. Expense | 970.44 | 900.00 | 107.8% | 2,970.22 | 2,700.00 | 110.0% | 11,000.00 |
| 51000 - Payroll Expenses - Other | 187.50 | 141.67 | 132.3% | 361.50 | 425.01 | 85.1% | 1,700.00 |
| Total 51000 - Payroll Expenses | 123,294.03 | 132,778.33 | 92.9% | 342,008.78 | 357,589.99 | 95.6% | 1,499,968.00 |
| 52000 - Insurance Expense | | | | | | | |
| 52100 - Ins. - Vehicles | 0.00 | 0.00 | 0.0% | 56,083.00 | 55,000.00 | 102.0% | 100,000.00 |
| 52150 - Ins- Deductibles/claims | 2,045.49 | 1,000.00 | 204.5% | 2,045.49 | 1,000.00 | 204.5% | 3,000.00 |
| 52200 - Ins. - Liability- Perf Bond PSP | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 52000 - Insurance Expense | 2,045.49 | 1,000.00 | 204.5% | 58,128.49 | 56,000.00 | 103.8% | 103,000.00 |
| 53000 - Professional Fees | | | | | | | |
| 53100 - Accounting & Audit | 9,600.00 | 9,500.00 | 101.1% | 9,600.00 | 9,500.00 | 101.1% | 10,000.00 |
| 53200 - IT Systems | 1,846.00 | 756.67 | 244.0% | 1,874.75 | 2,300.01 | 81.5% | 2,340.00 |
| 53400 - Legal Fees | 638.00 | 1,500.00 | 42.5% | 638.00 | 2,000.00 | 31.9% | 8,000.00 |
| 53500 - Other Professional Fees | 2,549.00 | 666.67 | 382.3% | 4,711.50 | 3,000.01 | 157.0% | 8,000.00 |
| Total 53000 - Professional Fees | 14,633.00 | 12,433.34 | 117.7% | 16,824.25 | 16,800.02 | 100.1% | 40,000.00 |
| 54000 - Equipment/ Tool Expense | | | | | | | |
| 54100 - Shop Equipment expense | 0.00 | 200.00 | 0.0% | 1,580.70 | 2,000.00 | 79.0% | 3,000.00 |
| 54200 - Shop Tools | 90.69 | 250.00 | 36.3% | 239.86 | 500.00 | 48.0% | 2,000.00 |
| 54300 - Office Equipment | 0.00 | 100.00 | 0.0% | 615.00 | 700.00 | 87.9% | 2,000.00 |
| Total 54000 - Equipment/ Tool Expense | 90.69 | 550.00 | 16.5% | 2,435.56 | 3,200.00 | 76.1% | 7,000.00 |
| 55000 - Rent and Utilities | | | | | | | |
| 55100 - Rent | 2,735.00 | 1,800.00 | 151.9% | 6,335.00 | 5,400.00 | 117.3% | 22,000.00 |
| 55200 - Utilities | 2,044.19 | 2,000.00 | 102.2% | 3,310.98 | 3,950.00 | 83.8% | 16,500.00 |
| Total 55000 - Rent and Utilities | 4,779.19 | 3,800.00 | 125.8% | 9,645.98 | 9,350.00 | 103.2% | 38,500.00 |
| 56000 - Supplies | | | | | | | |
| 56100 - Office Supplies | 145.85 | 200.00 | 72.9% | 525.16 | 600.00 | 87.5% | 2,500.00 |
| 56200 - Janitorial & Safety Supplies | 193.04 | 125.00 | 154.4% | 1,197.24 | 950.00 | 126.0% | 2,000.00 |
| 56300 - Department Supplies | 468.71 | 1,066.67 | 43.9% | 1,657.54 | 3,150.01 | 52.6% | 10,000.00 |
| 56400 - Uniforms | 35.95 | 0.00 | 100.0% | 2,045.30 | 1,500.00 | 136.4% | 4,500.00 |
| 56500 - Postage and Delivery | 26.43 | 75.00 | 35.2% | 107.17 | 225.00 | 47.6% | 900.00 |
| Total 56000 - Supplies | 869.98 | 1,466.67 | 59.3% | 5,532.41 | 6,425.01 | 86.1% | 19,900.00 |
| 57000 - Repairs and Maintenance | | | | | | | |
| 57100 - Equipment Repairs/Maintenance | 368.50 | 200.00 | 184.3% | 570.17 | 600.00 | 95.0% | 2,500.00 |
| 57200 - Building Repairs/Maintenance | 600.62 | 5,000.00 | 12.0% | 4,547.24 | 8,500.00 | 53.5% | 10,000.00 |
| 57250 - Bus Stop Repairs/Maint | 35.00 | 300.00 | 11.7% | 49.06 | 350.00 | 14.0% | 3,000.00 |
| 57300 - Grounds Repairs/Maintenance | 40.00 | 300.00 | 13.3% | 1,467.29 | 1,800.00 | 81.5% | 2,500.00 |
| 57500 - Janitorial Services | 0.00 | | | 182.00 | | | |
| Total 57000 - Repairs and Maintenance | 1,044.12 | 5,800.00 | 18.0% | 6,815.76 | 11,250.00 | 60.6% | 18,000.00 |
| 58000 - Communications Expense | | | | | | | |
| 58100 - Office Phone Expense | 413.21 | 400.00 | 103.3% | 1,239.60 | 1,200.00 | 103.3% | 5,000.00 |
| 58200 - Cell & Two-Way Mobile | 509.09 | 666.67 | 76.4% | 1,423.19 | 2,000.01 | 71.2% | 8,000.00 |
| 58300 - Internet/Website | 166.89 | 200.00 | 83.4% | 686.73 | 400.00 | 171.7% | 2,500.00 |
| Total 58000 - Communications Expense | 1,089.19 | 1,266.67 | 86.0% | 3,349.52 | 3,600.01 | 93.0% | 15,500.00 |
| 59000 - Travel and Training | | | | | | | |
| 59100 - Vehicle/Airfare | 555.00 | 600.00 | 92.5% | 757.01 | 1,000.00 | 75.7% | 5,500.00 |
| 59200 - Lodging | 93.79 | 150.00 | 62.5% | 93.79 | 250.00 | 37.5% | 2,500.00 |
| 59300 - Meals/Entertainment | 55.82 | 350.00 | 15.9% | 128.58 | 550.00 | 23.4% | 2,500.00 |
| 59400 - Training/Education | 200.00 | 750.00 | 26.7% | 744.59 | 1,000.00 | 74.5% | 6,000.00 |
| Total 59000 - Travel and Training | 904.61 | 1,850.00 | 48.9% | 1,723.97 | 2,800.00 | 61.6% | 16,500.00 |
| 60000 - Business Expenses | | | | | | | |
| 60100 - Business Registration Fees | 0.00 | 0.00 | 0.0% | 0.00 | 200.00 | 0.0% | 500.00 |
| 60400 - Dues & Subscriptions | 0.00 | 50.00 | 0.0% | 520.00 | 150.00 | 346.7% | 7,500.00 |
| 60500 - Bank Fees | 6.32 | 50.00 | 12.6% | 33.21 | 150.00 | 22.1% | 600.00 |
| 60700 - Bad Debt | 0.00 | | | 55.00 | | | |
| 60000 - Business Expenses - Other | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 0.00 |
| Total 60000 - Business Expenses | 6.32 | 100.00 | 6.3% | 608.21 | 500.00 | 121.6% | 8,600.00 |
| 61000 - Advertising | | | | | | | |
| 61100 - Print Advertising | 520.56 | 208.33 | 249.9% | 1,270.66 | 774.99 | 164.0% | 5,500.00 |
| 61200 - Radio Advertising | 0.00 | 125.00 | 0.0% | 0.00 | 975.00 | 0.0% | 1,500.00 |
| 61300 - Online Advertising | 35.00 | 41.67 | 84.0% | 105.00 | 125.01 | 84.0% | 500.00 |
| 61400 - Vehicle Graphics | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 3,500.00 |
| 61500 - Bus. Adv. Contract | 2,363.00 | 1,250.00 | 189.0% | 4,086.34 | 2,250.00 | 181.6% | 11,000.00 |
| Total 61000 - Advertising | 2,918.56 | 1,625.00 | 179.6% | 5,462.00 | 3,525.00 | 155.0% | 22,000.00 |
| 62000 - Marketing and Promotion | | | | | | | |
| 62100 - Info. Displays-Stop Signage | 147.36 | 450.00 | 32.7% | 568.06 | 1,450.00 | 39.2% | 4,000.00 |

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02/03/14

Accrual Basis

MRTA - Operations Main **Revenue & Expenditures Budget Performance**

December 2013

| | Dec 13 | Budget | % of Budget | Oct - Dec 13 | YTD Budget | % of Budget | Annual Budget |
|--|-------------------|-------------------|----------------|-------------------|-------------------|----------------|---------------------|
| 62200 · Graphic Design | 0.00 | 300.00 | 0.0% | 1,105.00 | 1,800.00 | 61.4% | 5,000.00 |
| 62300 · Promotional Items | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 2,500.00 |
| 62400 · Events and Misc. | 24.00 | 0.00 | 100.0% | 72.00 | 300.00 | 24.0% | 3,000.00 |
| 62450 · External Marketing Support | 0.00 | 0.00 | 0.0% | 0.00 | 0.00 | 0.0% | 0.00 |
| 62500 · Internal Marketing / Events | 2,068.83 | 1,500.00 | 137.9% | 3,051.10 | 1,950.00 | 156.5% | 3,500.00 |
| Total 62000 · Marketing and Promotion | 2,240.19 | 2,250.00 | 99.6% | 4,796.16 | 5,500.00 | 87.2% | 18,000.00 |
| 63000 · Printing and Reproduction | | | | | | | |
| 63100 · Copies, Passes & Flyers | 29.42 | 125.00 | 23.5% | 487.74 | 675.00 | 72.3% | 3,000.00 |
| 63200 · Schedules, Maps & Brochures | 641.46 | 500.00 | 128.3% | 5,604.06 | 5,500.00 | 101.9% | 9,000.00 |
| Total 63000 · Printing and Reproduction | 670.88 | 625.00 | 107.3% | 6,091.80 | 6,175.00 | 98.7% | 12,000.00 |
| 64000 · Fuel Expense | 32,821.23 | 35,000.00 | 93.8% | 77,045.02 | 87,000.00 | 88.6% | 370,000.00 |
| 65000 · Vehicle Maintenance | | | | | | | |
| 65100 · Parts Expense | 7,955.86 | 9,000.00 | 88.4% | 27,398.37 | 29,000.00 | 94.5% | 95,000.00 |
| 65200 · Fluids Expense | 1,427.82 | 1,666.67 | 85.7% | 2,321.55 | 5,000.01 | 46.4% | 16,000.00 |
| 65300 · Tires Expense | 703.20 | 2,500.00 | 28.1% | 18,569.61 | 20,000.00 | 92.8% | 30,000.00 |
| 65400 · Purchased Services | 263.92 | 500.00 | 52.8% | 1,468.85 | 1,500.00 | 97.9% | 4,000.00 |
| 65500 · Vehicle Computer/Diagnostic | 0.00 | 166.67 | 0.0% | 0.00 | 500.01 | 0.0% | 2,000.00 |
| 65000 · Vehicle Maintenance - Other | 0.00 | | | 34.03 | | | |
| Total 65000 · Vehicle Maintenance | 10,350.80 | 13,833.34 | 74.8% | 49,792.41 | 56,000.02 | 88.9% | 147,000.00 |
| 69500 · Contingency Expense-Operations | 4,166.67 | 4,166.67 | 100.0% | 12,500.01 | 12,500.01 | 100.0% | 50,000.00 |
| Total Expense | 201,924.95 | 218,545.02 | 92.4% | 602,760.33 | 638,215.06 | 94.4% | 2,385,968.00 |
| Net Ordinary Income | 33,763.20 | -8,869.60 | -380.7% | 78,663.96 | -45,038.80 | -174.7% | 0.00 |
| Net Income | 33,763.20 | -8,869.60 | -380.7% | 78,663.96 | -45,038.80 | -174.7% | 0.00 |

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02/03/14

Accrual Basis

MRTA - Operations Main

Checks Issued

As of December 31, 2013

| Type | Date | Num | Name | Memo | Amount | Balance |
|---------------------------------------|------------|-------|---------------------------------------|--------------------------|------------|-----------|
| 11100 · Mountain West Checking | | | | | | 55,725.08 |
| Deposit | 12/02/2013 | | | Deposit | 344.95 | 56,070.03 |
| Bill Pmt -Check | 12/03/2013 | 3693 | CTAI | | -432.59 | 55,637.44 |
| Bill Pmt -Check | 12/03/2013 | 3694 | Integrated Technologies | | -57.91 | 55,579.53 |
| Bill Pmt -Check | 12/03/2013 | 3695 | Ketchum Heating Corp. | VOID: incorrect amount | 0.00 | 55,579.53 |
| Bill Pmt -Check | 12/03/2013 | 3696 | Silver Creek Ford formerly Sawtoot... | | -741.85 | 54,837.68 |
| Bill Pmt -Check | 12/03/2013 | 3697 | Virginia Rhinehart | Monthly Rent | -1,800.00 | 53,037.68 |
| Bill Pmt -Check | 12/03/2013 | 3698 | Zee Medical Inc. | | -94.60 | 52,943.08 |
| Deposit | 12/04/2013 | | | Deposit | 947.40 | 53,890.48 |
| Liability Check | 12/04/2013 | | QuickBooks Payroll Service | Created by Payroll Se... | -34,951.69 | 18,938.79 |
| Deposit | 12/04/2013 | | | Deposit | 216.95 | 19,155.74 |
| Deposit | 12/04/2013 | | | Deposit | 315.00 | 19,470.74 |
| Bill Pmt -Check | 12/04/2013 | 3699 | Ketchum Heating Corp. | | -1,549.00 | 17,921.74 |
| Deposit | 12/04/2013 | | | Deposit | 220.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Aguilar, Hortencia | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Aguilar, Meliton | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Anderson, Charles | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Conlago, Maira P. | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Djasran JR, Johnny | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Domke, Rodney F | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Fairbrook, Douglas H | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Finch, James F | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Glasscock, David T | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Gray, Stuart | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Green, William E | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Grubbs, Torrey E | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Harder, Mike | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Holloway, Junichi J | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Johnson, Mark F | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Juarez, Felimon | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Kirkpatrick, Wendy J | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Knudsen, Michael W | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Larsson, Larry D | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Leon, Teofilo O | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | MacPherson, Kim | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | McCarty, Isabelle | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Miller, Jason M | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Nestor, Robert A | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Parker, Michael J | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Parker, Roger G | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Romero-Campos, Raul | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Selisch, Kurt | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Shroyer, Randall R | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Sproule, William | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Stavros, William A. | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Sullivan, Jerry | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Tellez, Carlos | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Thea, Karen J | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Torres, April L | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Uberuaga, Richard S | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Vasquez, Pamela | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Victorino, Jose L | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Williams-Mehra, Colleen | Direct Deposit | 0.00 | 18,141.74 |
| Paycheck | 12/05/2013 | DD | Williams, Gordon K | Direct Deposit | 0.00 | 18,141.74 |
| Liability Check | 12/05/2013 | 3690 | Blaine County Collectors | April Torres | -100.00 | 18,041.74 |
| Liability Check | 12/05/2013 | 3691 | Idaho Child Support Receipting | 326231 | -244.60 | 17,797.14 |
| Liability Check | 12/05/2013 | 3692 | National Benefit Services, LLC | Mountain Rides FSA | -186.20 | 17,610.94 |
| Bill Pmt -Check | 12/05/2013 | 3700 | Nicole Brown | | -851.67 | 16,759.27 |
| Deposit | 12/05/2013 | | | Deposit | 250.00 | 17,009.27 |
| Deposit | 12/05/2013 | | | Deposit | 1,999.96 | 19,009.23 |
| Liability Check | 12/06/2013 | E-pay | United States Treasury | 82-0382250 QB Track... | -10,515.30 | 8,493.93 |
| Deposit | 12/06/2013 | | | Deposit | 5,731.33 | 14,225.26 |
| Deposit | 12/06/2013 | | | Deposit | 1,666.67 | 15,891.93 |
| Bill Pmt -Check | 12/06/2013 | 3701 | Copy & Print | | -311.45 | 15,580.48 |
| Bill Pmt -Check | 12/06/2013 | 3702 | Integrated Technologies | | -113.02 | 15,467.46 |
| Bill Pmt -Check | 12/06/2013 | 3703 | Luke's Family Pharmacy/Fisher Ja... | | -44.22 | 15,423.24 |
| Bill Pmt -Check | 12/06/2013 | 3704 | NAPA Auto Parts | | -1,179.66 | 14,243.58 |
| Bill Pmt -Check | 12/06/2013 | 3705 | AlSCO | | -90.32 | 14,153.26 |
| Bill Pmt -Check | 12/06/2013 | 3706 | Les Schwab | 117-00888 | -13,867.24 | 286.02 |
| Bill Pmt -Check | 12/06/2013 | 3707 | United Oil | | -1,592.77 | -1,306.75 |
| Bill Pmt -Check | 12/06/2013 | 3708 | Allstar Property Services, Inc. | | -287.34 | -1,594.09 |
| Bill Pmt -Check | 12/06/2013 | 3709 | Gillig LLC | 36869600 | -1,850.16 | -3,444.25 |
| Bill Pmt -Check | 12/06/2013 | 3710 | American Funds | plan ID BRK100102 | -187.50 | -3,631.75 |
| Bill Pmt -Check | 12/06/2013 | 3711 | Davis Embroidery | | -63.14 | -3,694.89 |
| Bill Pmt -Check | 12/06/2013 | 3712 | National Benefit Services, LLC | | -110.00 | -3,804.89 |
| Deposit | 12/06/2013 | | | Deposit | 394.20 | -3,410.69 |
| Check | 12/09/2013 | 3713 | Hanley Dawson III | | -2,045.49 | -5,456.18 |
| Deposit | 12/10/2013 | | | Deposit | 4,602.50 | -853.68 |

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02/03/14

Accrual Basis

MRTA - Operations Main

Checks Issued

As of December 31, 2013

| Type | Date | Num | Name | Memo | Amount | Balance |
|-----------------|------------|------|------------------------------------|--------------------------|------------|------------|
| Deposit | 12/10/2013 | | | Deposit | 287.55 | -566.13 |
| Deposit | 12/10/2013 | | | Deposit | 49.00 | -517.13 |
| Deposit | 12/11/2013 | | | Deposit | 45,833.33 | 45,316.20 |
| Deposit | 12/11/2013 | | | Deposit | 57,619.00 | 102,935.20 |
| Deposit | 12/11/2013 | | | Deposit | 577.00 | 103,512.20 |
| Bill Pmt -Check | 12/13/2013 | 3714 | Wood River Lock & Safe | | -28.90 | 103,483.30 |
| Bill Pmt -Check | 12/13/2013 | 3715 | Kim MacPherson' | expense reimbursement | -63.43 | 103,419.87 |
| Bill Pmt -Check | 12/13/2013 | 3716 | Rod Domke | expense reimbursement | -157.14 | 103,262.73 |
| Bill Pmt -Check | 12/13/2013 | 3717 | Wendy Crosby | expense reimbursement | -15.00 | 103,247.73 |
| Bill Pmt -Check | 12/13/2013 | 3718 | Valley Brake & Truck Parts, L.L.C. | | -1,373.28 | 101,874.45 |
| Bill Pmt -Check | 12/13/2013 | 3719 | Jim Finch | expense reimbursement | -153.35 | 101,721.10 |
| Bill Pmt -Check | 12/13/2013 | 3720 | Kent's Precision Electric Inc. | | -221.00 | 101,500.10 |
| Bill Pmt -Check | 12/13/2013 | 3721 | FallLine | KAR353 | -531.90 | 100,968.20 |
| Bill Pmt -Check | 12/13/2013 | 3722 | UPS Store - 2444 (Ketchum) | | -43.94 | 100,924.26 |
| Bill Pmt -Check | 12/13/2013 | 3723 | L.L. Green's Hardware | | -45.03 | 100,879.23 |
| Bill Pmt -Check | 12/13/2013 | 3724 | Canteen Vending formerly Magic ... | | -65.00 | 100,814.23 |
| Bill Pmt -Check | 12/13/2013 | 3725 | Mattson Fire Sprinklers, Inc. | | -100.00 | 100,714.23 |
| Bill Pmt -Check | 12/13/2013 | 3726 | Chateau Drug & True Value Hard... | | -27.94 | 100,686.29 |
| Bill Pmt -Check | 12/13/2013 | 3727 | Freightliner of Idaho | | -454.93 | 100,231.36 |
| Bill Pmt -Check | 12/13/2013 | 3728 | Atkinsons' Grocery | | -175.26 | 100,056.10 |
| Bill Pmt -Check | 12/13/2013 | 3729 | Business As Usual | | -75.95 | 99,980.15 |
| Bill Pmt -Check | 12/13/2013 | 3730 | Mason's Trophies & Gifts | | -54.60 | 99,925.55 |
| Bill Pmt -Check | 12/13/2013 | 3731 | Brody Chemical Inc. | | -34.94 | 99,890.61 |
| Bill Pmt -Check | 12/13/2013 | 3732 | Greyhound Design | | -40.83 | 99,849.78 |
| Bill Pmt -Check | 12/13/2013 | 3733 | Cummins Rocky Mountain LLC | | -1,419.38 | 98,430.40 |
| Deposit | 12/13/2013 | | | Deposit | 336.35 | 98,766.75 |
| Bill Pmt -Check | 12/16/2013 | 3734 | Rush Truck Centers | | -4,081.48 | 94,685.27 |
| Bill Pmt -Check | 12/16/2013 | 3735 | Access Idaho | | -468.00 | 94,217.27 |
| Bill Pmt -Check | 12/16/2013 | 3736 | Clear Creek Disposal | 1327 | -77.53 | 94,139.74 |
| Bill Pmt -Check | 12/16/2013 | 3737 | Dick York's Auto Service | Tow Bus | -330.00 | 93,809.74 |
| Bill Pmt -Check | 12/16/2013 | 3738 | Johnny G's Sub Shack | | -66.45 | 93,743.29 |
| Bill Pmt -Check | 12/16/2013 | 3739 | Mary Barker | | -1,546.00 | 92,197.29 |
| Bill Pmt -Check | 12/16/2013 | 3740 | Minert & Associates, Inc. | | -390.50 | 91,806.79 |
| Bill Pmt -Check | 12/16/2013 | 3741 | St Luke's Clinic - Hailley | 940000328 | -284.00 | 91,522.79 |
| Bill Pmt -Check | 12/16/2013 | 3742 | Webb Landscape | | -1,419.31 | 90,103.48 |
| Deposit | 12/16/2013 | | | Deposit | 4,445.00 | 94,548.48 |
| Deposit | 12/16/2013 | | | Deposit | 3,482.75 | 98,031.23 |
| Bill Pmt -Check | 12/16/2013 | ACH | Intermtn Gas Co #10630400-001-6 | #10630400-001-6 | -406.30 | 97,624.93 |
| Bill Pmt -Check | 12/16/2013 | ACH | Intermtn Gas Co #10630400-353-1 | #10630400-353-1 | -58.34 | 97,566.59 |
| Deposit | 12/17/2013 | | | Deposit | 524.35 | 98,090.94 |
| Liability Check | 12/18/2013 | | QuickBooks Payroll Service | Created by Payroll Se... | -38,206.81 | 59,884.13 |
| Deposit | 12/18/2013 | | | Deposit | 4,776.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Aguilar, Hortencia | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Aguilar, Meliton | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Anderson, Charles | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Conlago, Maira P. | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Djasran JR, Johnny | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Domke, Rodney F | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Finch, James F | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Glasscock, David T | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Gray, Stuart | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Green, William E | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Grubbs, Torrey E | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Harder, Mike | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Holloway, Junichi J | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Johnson, Mark F | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Juarez, Felimon | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Kelly, David W | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Kirkpatrick, Wendy J | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Knudsen, Michael W | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Larsson, Larry D | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Leon, Teofilo O | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | MacPherson, Kim | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | McCarty, Isabelle | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Miller, Jason M | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Nestor, Robert A | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Parker, Michael J | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Parker, Roger G | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Romero-Campos, Raul | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Selisch, Kurt | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Shroyer, Randall R | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Sproule, William | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Stavros, William A. | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Sullivan, Jerry | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Tellez, Carlos | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Torres, April L | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Uberuaga, Richard S | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Vasquez, Pamela | Direct Deposit | 0.00 | 64,660.13 |

12:37 PM

02/03/14

Accrual Basis

MRTA - Operations Main

Checks Issued

As of December 31, 2013

| Type | Date | Num | Name | Memo | Amount | Balance |
|--------------------------------------|------------|-------|---------------------------------------|---------------------------|-------------------|------------------|
| Paycheck | 12/19/2013 | DD | Victorino, Jose L | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Williams-Mehra, Colleen | Direct Deposit | 0.00 | 64,660.13 |
| Paycheck | 12/19/2013 | DD | Williams, Gordon K | Direct Deposit | 0.00 | 64,660.13 |
| Liability Check | 12/19/2013 | 3743 | Blaine County Collectors | April Torres | -100.00 | 64,560.13 |
| Liability Check | 12/19/2013 | 3744 | Idaho Child Support Receipting | 326231 | -244.60 | 64,315.53 |
| Liability Check | 12/19/2013 | 3745 | National Benefit Services, LLC | Mountain Rides FSA | -224.54 | 64,090.99 |
| Bill Pmt -Check | 12/19/2013 | 3746 | Mack Center | | -935.00 | 63,155.99 |
| Bill Pmt -Check | 12/19/2013 | 3747 | Debra Gelet | | -70.00 | 63,085.99 |
| Bill Pmt -Check | 12/19/2013 | 3748 | Express Publishing Inc. | | -258.45 | 62,827.54 |
| Bill Pmt -Check | 12/19/2013 | 3749 | Luke's Family Pharmacy/Fisher Ja... | | -66.00 | 62,761.54 |
| Bill Pmt -Check | 12/19/2013 | 3750 | Wells Fargo | | -1,751.87 | 61,009.67 |
| Bill Pmt -Check | 12/19/2013 | 3752 | Lawson Products, Inc. | | -224.71 | 60,784.96 |
| Bill Pmt -Check | 12/19/2013 | ACH | City of Hailey | 40205001 | -72.26 | 60,712.70 |
| Check | 12/19/2013 | ACH | Capital Equipment Fund | monthly transfer Nov | -8,303.62 | 52,409.08 |
| Check | 12/19/2013 | ACH | Facilities Fund | monthly transfer Nov ... | -8,303.62 | 44,105.46 |
| Check | 12/19/2013 | ACH | Contingency Fund | monthly transfer- Oct ... | -4,166.67 | 39,938.79 |
| Check | 12/19/2013 | ACH | Contingency Fund | monthly transfer- Nov... | -4,166.67 | 35,772.12 |
| Bill Pmt -Check | 12/19/2013 | ACH | Verizon Wireless 208-720-7044 | | -12.02 | 35,760.10 |
| Liability Check | 12/20/2013 | TAP | Idaho State Tax Commission | 000186434 | -2,978.00 | 32,782.10 |
| Liability Check | 12/20/2013 | E-pay | United States Treasury | 82-0382250 QB Track... | -11,537.29 | 21,244.81 |
| Deposit | 12/20/2013 | | | Deposit | 58.00 | 21,302.81 |
| Deposit | 12/20/2013 | | | Deposit | 629.05 | 21,931.86 |
| Deposit | 12/23/2013 | | | Deposit | 37.94 | 21,969.80 |
| Deposit | 12/23/2013 | | | Deposit | 26,860.92 | 48,830.72 |
| Bill Pmt -Check | 12/26/2013 | 3753 | Alexander Clark Printing | Cust #66170 | -5,556.06 | 43,274.66 |
| Bill Pmt -Check | 12/26/2013 | 3754 | Associated Petroleum Products, I... | | -8,361.91 | 34,912.75 |
| Bill Pmt -Check | 12/26/2013 | 3755 | Gem State Welders Supply Inc. | | -7.80 | 34,904.95 |
| Bill Pmt -Check | 12/26/2013 | 3756 | Luminator Holding | | -762.71 | 34,142.24 |
| Bill Pmt -Check | 12/26/2013 | 3758 | Certified Folder Display Service, Inc | | -60.80 | 34,081.44 |
| Bill Pmt -Check | 12/26/2013 | ACH | Cox Communications | 001-2401-205184001 | -36.00 | 34,045.44 |
| Bill Pmt -Check | 12/26/2013 | ACH | Idaho Power Acc#220478885 | | -392.53 | 33,652.91 |
| Bill Pmt -Check | 12/26/2013 | ACH | Idaho Power Acct.#2204640144 | | -321.84 | 33,331.07 |
| Bill Pmt -Check | 12/26/2013 | 3759 | Mary Barker | | -300.00 | 33,031.07 |
| Bill Pmt -Check | 12/26/2013 | 3760 | UPS | | -24.36 | 33,006.71 |
| Bill Pmt -Check | 12/26/2013 | 3761 | White Cloud Communications Inc. | | -288.00 | 32,718.71 |
| Bill Pmt -Check | 12/26/2013 | 3762 | Harmony Design & Engineering | | -1,800.00 | 30,918.71 |
| Deposit | 12/26/2013 | | | Deposit | 510.35 | 31,429.06 |
| Deposit | 12/30/2013 | | | Deposit | 502.35 | 31,931.41 |
| Deposit | 12/30/2013 | | | Deposit | 1,887.00 | 33,818.41 |
| Deposit | 12/30/2013 | | | Deposit | 939.85 | 34,758.26 |
| Liability Check | 12/31/2013 | ACH | Aflac | DQR88 | -420.36 | 34,337.90 |
| Liability Check | 12/31/2013 | 3751 | Blue Cross of Idaho | 10034150-R001 | -13,550.55 | 20,787.35 |
| Liability Check | 12/31/2013 | 3757 | Met Life SBC | KM05725871 | -1,286.68 | 19,500.67 |
| Deposit | 12/31/2013 | | | Deposit | 40,000.00 | 59,500.67 |
| Liability Check | 12/31/2013 | | QuickBooks Payroll Service | Created by Payroll Se... | -39,947.41 | 19,553.26 |
| Bill Pmt -Check | 12/31/2013 | 3766 | Mack Center | 4130 Glenbrook Dr #D | -600.00 | 18,953.26 |
| Bill Pmt -Check | 12/31/2013 | 3767 | Virginia Rhinehart | Monthly Rent | -1,800.00 | 17,153.26 |
| Deposit | 12/31/2013 | | | Deposit | 95.88 | 17,249.14 |
| Deposit | 12/31/2013 | | | Deposit | 319.95 | 17,569.09 |
| Deposit | 12/31/2013 | | | Interest | 2.73 | 17,571.82 |
| Total 11100 · Mountain West Checking | | | | | -38,153.26 | 17,571.82 |
| TOTAL | | | | | -38,153.26 | 17,571.82 |

After review, I have determined that each payment listed on this report is correct as to payee and amount, and is for a proper and authorized purpose, except as otherwise explained below.

Exceptions: 1) None or 2) See below. (Circle One)

W. King Signed
Business Manager Title

2/14/2014 Date