



City of Grand Forks Staff Report

APPROVED & ACCEPTED
by City Council

05/06/2019

Maureen Storstad
Maureen Storstad
City Auditor

Committee of the Whole – April 22, 2019
City Council – May 6, 2019

Agenda Item: North Dakota Section 5339 Funding Application

Submitted by: Dale Bergman, Public Transportation Division Director
Ali Rood, Mobility Manager

Staff Recommended Action: Approve Cities Area Transit (CAT) application for North Dakota Section 5339: Bus and Bus Facilities funding in the amount of \$744,392.

Committee Recommended Action: Moved to City Council with recommendation to approve.

Council Action:

BACKGROUND:

The North Dakota Department of Transportation (NDDOT) has released a notice of funding availability and request for applications for Section 5339: Bus and Bus Facilities program. Staff recommends approval of its Section 5339 funding request of \$744,392 and any budget amendments as needed.

ANALYSIS & FINDINGS OF FACT:

The first six (6) priority projects involve completion of the CAT Maintenance Facility remodel and expansion. The facility serves as the administrative office, storage, and maintenance facility for fixed route and paratransit services in Grand Forks and East Grand Forks. The facility has a condition rating of 1. It was constructed in 1983 to accommodate vehicles and personnel to operate a seven-route fixed route system and a reasonable amount of growth. In 1983 when the fixed route service was established, paratransit dispatching, service and storage were not located in the facility.

Presently, the facility supports the operations, maintenance, storage, and administration functions of a growing 25 revenue vehicle system. Facility deficiencies range from mechanical, electrical, and general construction systems that are beyond their life cycle and much less energy efficient than currently available. The project will ensure that CAT's largest capital asset is in safe working condition for employees, the public, and neighbors. This will in turn enable CAT to continue to maintain and replace vehicles and other assets so they too are in safe working condition.

CAT awarded bids to rehabilitate, renew, and expand its facility in February 2019. There is \$649,041 remaining in unfunded items to complete the project. CAT is requesting funding to incorporate these items into the overall construction project. This will complete all foreseeable capital improvements to this facility for well into the future.

The Section 5339 funding request includes the following projects in priority order:

1. Replacement of Roof

This project involves re-roofing the existing bus storage area (22,000 sf). The roof of the building has been patched up in several places over the 34 years since it was built, and it is due for complete replacement. The total cost of the project is \$157,000. CAT is requesting \$125,600 in Section 5339 funding; the 20% local match of \$31,400 will be paid out of the City's Public Transportation budget.

2. Upgrade Oil Dispensing & Disposal Systems

This project involves the following to bring CAT's oil dispensing and disposal systems to a state of good repair:

- a. Replace the buried waste oil tank with an above ground tank. This is an old buried tank and should be removed and replaced with an above ground, dual wall tank. Old tanks can be susceptible to damage and leakage into the ground if not replaced or restored. The 34-year-old tank is due for replacement.
- b. Replace the existing oil dispensing tank system, with new high-pressure lines/hose reels, pumps and monitoring system. The existing lube lines are black pipe and do not meet current requirements for high pressure lines. This replacement would also include a monitoring system for the oil and lube dispensing system.

The total cost of the project is \$65,026. CAT is requesting \$52,020 in Section 5339 funding; the 20% local match of \$13,006 will be paid out of the City's Public Transportation budget.

3. Upgrade Lighting, Electrical & Fire Alarm Systems

This project involves the following to bring CAT's lighting, electrical and fire alarm systems to a state of good repair:

- a. Replace the interior non-LED light fixtures in the bus storage: Half of the existing bus storage space has undergone replacement to LEDs, but half of it is still left. A full replacement to LEDs will increase efficiency and light quality in the bus storage and maintenance areas.
- b. Upgrade the exterior lighting. The existing parking lot lights are high pressure sodium lights and there are several different styles on the site. Replacement to consistent LED fixtures will improve aesthetics, light quality, and security for the site.
- c. Replace the existing electrical distribution (main service switchboard, transformers and distribution panels). The main service is original to the building. The 208/120-volt branch circuit panel boards do not have spare capacity, and the step-down transformer enclosures outside are in poor condition due to rust.

d. Replace the obsolete fire alarm zone panel and devices with a code compliant addressable system. The existing building does not have a code compliant fire alarm system and should be updated to meet code.

The total cost of the project is \$152,000. CAT is requesting \$121,600 in Section 5339 funding; the 20% local match of \$30,400 will be paid out of the City's Public Transportation budget.

4. Parking Lot Improvements

This project involves the following improvements to the parking area at the CAT Maintenance Facility:

a. Replace 7 of the head-bolt heater posts. These stations are used by employees to plug in their vehicles during the winter, and most of these do not currently work and need to be replaced.

b. Add 12 parking stalls. Due to the growth of the transit system over the last 34 years and changes in operations at the existing building, there is a higher demand for off-street parking. Adding 12 stalls (concrete paving, striping, etc.) to the parking lot will help meet the current and future demands.

The total cost of the project is \$67,500. CAT is requesting \$54,000 in Section 5339 funding; the 20% local match of \$13,500 will be paid out of the City's Public Transportation budget.

5. Upgrade Shop Ventilation

This project involves the following to bring the ventilation systems in the CAT maintenance and storage area to a state of good repair:

a. Replace ductwork in the bus storage area to be code compliant. The size of the ductwork in the existing bus storage area is not large enough to meet current requirements for proper air flow and distribution. Replacement would increase the size of the ducts to meet current code.

b. Replace (3) make-up air units for the bus storage/maintenance area. This equipment has exceeded its usable life (34 years old) and should be replaced.

c. Replace roof mounted exhaust fan. This equipment has exceeded its usable life (34 years old) and should be replaced.

d. Provide code compliant air quality monitor and control. The building currently has very basic temperature control, if any. We recommend new temperature controls throughout, updating the sequences of operation for code compliant ventilation, air quality monitoring and energy efficiency.

e. Replace the existing vehicle exhaust system. The underground vehicle exhaust system doesn't work in the maintenance bays. Replacement of the system is needed to remove vehicle exhaust from building up and preventing carbon monoxide when vehicles are started in the shop storage area and when vehicle repairs are being done. (The underground exhaust piping would be abandoned in place).

The total cost of this project is \$139,950. CAT is requesting \$111,960 in Section 5339 funding;

the 20% local match of \$27,990 will be paid out of the City's Public Transportation budget.

6. Exterior Maintenance

This project involves the following to bring the building envelope to a state of good repair and improve energy efficiency:

a. Replace the existing north Kalwall system with a vertical translucent panel system. The original (34 years) translucent panel system above the maintenance storage area is separating and leaking. The system was designed as part of a sloped roof and this has contributed to the deterioration. There are also connection/flashing issues as it meets the existing burnished block exterior wall. The replacement solution is a modern vertical translucent wall panel that will provide increased efficiency, more natural daylight, and mitigate the current water leakage and moisture issues.

b. Re-seal the existing burnished block on the building. The building sits at on the site at a 45-degree angle, and most of the burnished block on the exterior of the building has been exposed to the elements because of this (sun and wind). This has caused the seal to wear and the block has started to fade in color. Resealing the block will provide protection for the block and bring back the original color.

c. Re-caulk/repair deteriorated precast joints. The caulking joints between the exterior precast panels on the east/northeast side have not been touched in 34 years. Most of these vertical joints (every 8 feet) need to be replaced/repared so the interior of the wall/building can be protected from potential water penetration that would further damage the panels and also seal the building from heat loss due to missing caulking.

d. Replace the existing maintenance bay windows. There are 6 high, 42" diameter round window openings in the precast panels on the east/northeast side that are 34 years old. The glazing panels do not meet today's low-e glazing standards, and the seal around the window is peeling off causing water leaks and heat loss.

d. Replace the overhead doors. The overhead doors are at least 15 years old and are made of solid panels. Replacement of these would include introducing some glazing in the panels so that there is more natural daylight being provided in the storage/fueling bays. The replacement would also include a safety sensing system so that the doors remain open when a bus is in the fuel or wash bay to prevent safety injuries of a door closing on someone or equipment.

The total cost of the project is \$98,965. CAT is requesting \$79,172 in Section 5339 funding; the 20% local match of \$19,793 will be paid out of the City's Public Transportation budget.

7. Auto Vehicle Location Equipment

This project involves the purchase of two sets of equipment for CAT's AVL system. This equipment will be installed in vehicles to meet the required ADA announcements, data collection, and GPS tracking across the CAT fleet. The total cost of the project is \$20,000. CAT is requesting \$16,000 in Section 5339 funding; the 20% local match of \$4,000 will be paid out of the City's Public Transportation budget.

8. Disc Brake Tool

This project involves the purchase of tooling required to properly maintain disc brakes that are

presently on new heavy duty buses. This tooling equipment will prevent personnel injury risks of back problems from excess heavy lifting of large equipment and parts. The total cost of the project is \$20,000. CAT is requesting \$16,000 in Section 5339 funding; the 20% local match of \$4,000 will be paid out of the City's Public Transportation budget.

9. Concrete for ADA Boarding

This project involves the installation of concrete at four bus stops to allow for the placement of a shelter and ADA boarding area. The total cost of the project is \$11,050. CAT is requesting \$8,840 in Section 5339 funding; the 20% local match of \$2,210 will be paid out of the City's Public Transportation budget.

10. Bus Shelter Replacements

This project involves replacement of seventeen (17) bus shelters that were purchased in 1987 and have exceeded their useful life. The total cost of the project is \$136,000. CAT is requesting \$108,800 in Section 5339 funding; the 20% local match of \$27,200 will be paid out of the City's Public Transportation budget.

11. Shop Pickup Replacement

This project involves replacement of a shop pickup that was purchased in 2009 and has exceeded its useful life. The total cost of the project is \$25,000. CAT is requesting \$20,000 in Section 5339 funding; the 20% local match of \$5,000 will be paid out of the City's Public Transportation budget.

12. Staff Car Replacement

This project involves replacement of a staff car that was purchased in 2010 and has exceeded its useful life. The total cost of the project is \$18,000. CAT is requesting \$14,400 in Section 5339 funding; the 20% local match of \$3,600 will be paid out of the City's Public Transportation budget.

13. Shop Pickup

This project involves the purchase of an additional shop pickup. This is necessary to support CAT staff in the performance of tasks related to maintenance and repair of vehicles, facilities, bus shelters, and grounds. The total cost of the project is \$20,000. CAT is requesting \$16,000 in Section 5339 funding; the 20% local match of \$4,000 will be paid out of the City's Public Transportation budget.

SUPPORT MATERIALS:

- ND Section 5339 Funding Application



FY 2020
Application for Transit
Funding

Section 5339 Bus & Bus Facilities Grant Program	
Agency Name	City of Grand Forks Cities Area Transit (CAT)
Agency Contact	Dale Bergman Phone: 701-746-2590
DUNS #	071347249

Section 5339 – The Federal Transit Administration (FTA) Section 5339 (Bus & Bus Facilities Program) is a capital-only program and funds are limited to capital projects to replace, rehabilitate, and purchase buses and bus-related equipment, and to construct bus-related facilities.

NDDOT will use Section 5339 funds for vehicle purchases, bus related facility construction, including garages and transfer stations. Section 5339 funds can also be used for new technology, safety and security items for transit and vehicle rehabilitation. **The federal share of eligible project costs may not exceed 80% of the cost of the project.**

The entire Section 5339 – Bus and Bus Facilities Grants is further explained in FTA Circular 9300.1B, located on the FTA website at https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/Final_C_9300_1_Bpub.pdf.

Please Note:

- Capital project requests will require a minimum of **20% Local Match**.
- **Farebox revenue cannot be used as Local Match.**
- Assets purchased with Federal Funds must be maintained and inventoried through the Transit Asset Management (TAM) Program.
- As with most Federal Assistance Programs, 5339 is designed as a reimbursement program. Your agency should be prepared to pay for your equipment upon delivery/acceptance and then request reimbursement from NDDOT.
- If requesting a replacement vehicle, the vehicle listed must have met FTA/NDDOT Useful Life. However, regardless of useful life having been met, federal interest remains until the value of the vehicle or equipment falls below \$5,000.
- If you receive \$750,000 from any federal source you are required to have a Single Audit per 2 CFR 200 subpart F.
- All applications are due **May 15, 2019, 12:00pm CDT**. Late and/or incomplete applications may be subject to a penalty percentage reduction of requested amount.

GENERAL INFORMATION

1. Provide a detailed description of the transportation services your agency currently provides and any plans for increasing services, expanding service area and increasing ridership. (days and hours of service, fare structure, total vehicles in service, type of service being provided, transportation provided to what counties and communities in your service area, etc.).

CAT provides fixed route and paratransit service in the city of Grand Forks, ND. CAT also has a contract to provide public transit services in the city of East Grand Forks, MN. CAT services operate within the city limits of Grand Forks and East Grand Forks from 6 am to 10 pm Monday through Friday and 8 am to 10 pm Saturdays. The adult fare for fixed route is \$1.50, \$0.75 for students, and \$0.60 for seniors, persons with disabilities, and Medicare card holders. The one-way fare for paratransit is \$3.00. CAT plans to begin operating additional services on the University of North Dakota campus this year. This, along with restructured routing, will serve to increase ridership over the next five years.

2. Provide a detailed explanation of how and why this request is important to your agency and how it will improve or provide for future service to citizens in the communities/counties you provide service to. Explain where in your current 3-5 year plan this project(s) is specifically stated (List section and page number(s)).

This request is important to bring assets to a state of good repair, reduce operating costs, and improve safety. Projects are identified on page 10-1 of the 2017 Transit Development Plan.

VEHICLE PROJECT REQUESTS

There is space provided below to request a replacement or expansion vehicle. If applying for more than one vehicle, please attach additional sheets and create a separate project for each vehicle in the Black Cat System.

4. Description of the vehicle you are requesting. (include: Year, Make, ADA qualified, and seating capacity)

- a. Replacement of shop pickup
- b. Replacement of staff car
- c. Addition of shop pickup

5. Describe in detail which programs and services the requested vehicle will be utilized in and how it will enhance or maintain your service?

- a. This is a shop and maintenance support vehicle (replacement). This vehicle will bring an aging asset to useful life and allow for effective maintenance of revenue vehicles and facilities.
- b. This is a Bus Operations support vehicle. This vehicle will bring an aging asset to useful life and allow for the effective delivery of fixed route service.
- c. This is a shop and maintenance support vehicle (expansion). CAT performs vehicle, facility, and grounds maintenance. This vehicle will allow for the more effective cleaning and maintenance of bus shelters and grounds.

6. If requesting a replacement, which vehicle in your fleet are you replacing?

- a. Vehicle Information Number (VIN):
- b. Vehicle Year:
- c. Make/Model: a. Ford F-250 b. Ford Fusion
- d. Current Mileage:

7. If requesting an expansion vehicle, list the agency/community/county to be served (include: hours and days of

service and estimated ridership).

8. Provide an estimated timeline for the purchase of this vehicle (s). Provide a separate timeline if you are applying for different types of vehicles. See sample timeline below, add or remove lines as needed.

RFP/IFB Issue Date: State Bid

Contract Award Date: State Bid

Initial Vehicle Delivery Date: November 2019

Final Vehicle Deliver Date: November 2019

Contract Completion: November 2019

Final Payment Submitted to DOT: December 2019

9. Estimate the total cost of vehicle.

a. \$25,000

b. \$18,000

c. \$20,000

Following are suggested price requests for vehicles based on current state bid quotes. **Keep in mind if you intend to order vehicles with additional options prices will vary accordingly.**

ADA Low Floor Mini Van NDDOT Term Contract No. 382	Base price - \$37,995
14 Passenger or 12 + 2 Passenger Cutaway/Bus NDDOT Term Contract No. 384	Base price - \$58,759 - \$59,100
15 Passenger (including driver) Cutaway/Bus NDDOT Term Contract No. 300	Base price - \$69,995 - \$74,184
Rear Lift ADA Transit Vehicle NDDOT Term Contract No. 301	Base price - \$43,834 – 57,956

FTA Useful Life Standards

Mini-Vans/Modified Vans – 3-14 passenger	4 years or 100,000 miles
Med-Size Light Duty Cutaway – 8-16 passenger	5 years or 150,000 miles
Med-Size Med Duty Cutaway/Bus – 16-30 passenger	7 years or 200,000 miles
Med-Size Heavy Duty Bus – 24-25 passenger	10 years or 350,000 miles
Large Heavy Duty Bus – 35-40+ passenger	12 years or 500,000 miles

FACILITY PROJECT

NOTE: This request MUST first be created as a project in the Black Cat System.

FACILITY REHABILITATION/RENOVATION PROJECT

10. Do you currently have a transit facility? If no, skip to the Construction Project section below.

X Yes No

11. If yes, briefly describe the facility, including the year it was constructed, and the need for rehabilitation, improvements or remodeling. Include information on the current building, year constructed, the number of vehicles your facility holds and any changes in your program that justify the request.

The facility serves as the administrative office, storage, and maintenance facility for fixed route and paratransit services in Grand Forks and East Grand Forks. The facility has a condition rating of 1. It was constructed in 1983 to accommodate vehicles and personnel to operate a seven-route fixed route system and a reasonable amount of growth. In 1983 when the fixed route service was established, paratransit dispatching, service and storage were not located in the facility.

Presently, the facility supports the operations, maintenance, storage, and administration functions of a growing 25 revenue vehicle system. Facility deficiencies range from mechanical, electrical, and general construction systems that are beyond their life cycle and much less energy efficient than currently available. The project will ensure that CAT's largest capital asset is in safe working condition for employees, the public, and neighbors. This will in turn enable CAT to continue to maintain and replace vehicles and other assets so they too are in safe working condition.

CAT awarded bids to rehabilitate, renew, and expand its facility in February 2019. There is (how much) remaining in unfunded items to complete the project. CAT is requesting funding to incorporate these items into the overall construction project. This will complete all foreseeable capital improvements to this facility for well into the future.

12. Give a detailed description of the proposed project. Include necessary repair work, cost estimates, temporary or permanent repair, and other details that you deem relevant to assist NDDOT in making a project determination.

- a. Replacement of Roof
- b. Upgrade Oil Dispensing & Disposal Systems
- c. Upgrade Lighting, Electrical & Fire Alarm Systems
- d. Parking Lot Improvements
- e. Upgrade Shop Ventilation
- f. Exterior Maintenance

See attached pages for detailed description.

13. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. See sample timeline below, add or remove lines as needed.

RFP/IFB Issue Date: Contract in place

Contract Award Date: Contract in place

Project State Date: April 2019

Construction Completion Date: March 2020

Contract Completion: April 2020

Final Payment Submitted to DOT: May 2020

14. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project?

X Yes (Applicant must complete and attach the worksheet)

No (Applicant must provide an explanation)

15. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.

Yes No

The renovations are on the current facility site.

16. Your agency will be **required** to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Have you incorporated these costs into your request?

Yes No

17. Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.

Yes No

18. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.

Yes No

Appraised Value Estimate Value

19. Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.

Yes No

20. Has your agency held public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)

Yes No

Public meetings for the 2017 TDP which identified this as a priority project.

21. Does your agency have a written Facility Maintenance Plan? Explain the procedures to ensure facility & equipment is inspected and maintained per manufacturer's warranty instructions on a regular scheduled basis as described in your Facility Maintenance and TAM Plans.

Yes. Facility inspections are completed monthly in addition to manufacturer's warranty instructions.

22. Are your facility and any maintenance records recorded in your TAM maintenance program as required by FTA and NDDOT? If No, please explain.

Yes No

23. What is the condition (1(Poor) – 5 (Excellent) rating scale assessment) rating of your facility?

1

24. Estimate total project cost?

- a. \$157,000
- b. \$65,026
- c. \$152,000
- d. \$67,500
- e. \$139,950
- f. \$98,965

PURCHASING A FACILITY

Complete this portion if you propose to purchase an existing facility.

25. If purchasing a facility, what is the asking price?

26. Have you completed an Independent Cost Estimate to show that the price is fair and reasonable? Provide this documentation.

Yes No

27. Justify why it is more cost effective to purchase this facility versus building a new one.

28. Describe the facility you are considering for purchase in detail. Provide specifications, environmental assessments, drawings/plans, etc.

29. Are there any known environmental issues with the facility you are proposing to purchase? (e.g. underground fuel storage) If yes, please describe.

Yes No

30. Will this facility require any renovation for use in your transit program? If yes, please describe these renovations in detail and specify whether or not these costs are figured into the above asking price.

Yes No

31. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees)

Yes No

32. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. NOTE: If renovations are needed you will need to add that to the timeline. **See sample timeline below, add or remove lines as needed.**

RFP/IFB Documents Date:

Purchase Date:

Project State Date:

Construction Completion Date:

Contract Completion:

Final Payment Submitted to DOT:

33. Estimate project cost including purchase and renovations.

BUILDING A FACILITY

Complete this portion if you propose to build a new facility.

34. Describe in detail the need for a facility in your transit program.

35. Describe your proposed project in detail. Include a description of all the amenities you feel the project will need to meet your needs – e.g. number of vehicles it will hold, wash bays, etc. Keep in mind, this facility should be designed to meet your current needs with a reasonable projection of your future needs.

36. Has your Agency completed the FTA Region 8 Categorical Exclusion Worksheet for this project?

- Yes (Applicant must complete and attach the worksheet)
 No (Applicant must provide an explanation)

37. Has your agency completed and attached an Equity Analysis for this renovation? NOTE: An Equity Analysis must occur before the preferred site is selected.

- Yes No

38. Do you have preliminary design plans for this project? If you do, please include a copy with this application.

- Yes No

39. Your agency will be **required** to interview and hire an architect/consultant to design the plans and specifications and manage the bidding and construction of this building to meet FTA and NDDOT standards and requirements. Have you incorporated these costs into your request?

40. Are you proposing to use the value of land as match, in whole or part, for your project? If yes, please indicate whether this is an appraised value or estimate. Only the portion of land required for the project can be considered in this valuation.

- Yes No
 Appraised Value Estimate Value

41. Does the appraised value or estimate cover your entire match? If not, identify other sources of match for this project.

- Yes No

42. Has your agency held any public meetings about this project? If yes, when and did the community support this project? Include documentation of all public meetings (agendas, advertisements, meeting minutes, comments, and list of attendees).

43. Have you looked at options to scale the building back in case the construction costs come in over budget?

44. Provide an estimated timeline for the project (s). Provide a separate timeline for each project you are applying for. ***See sample timeline below, add or remove lines as needed.***

RFP/IFB Issue Date:

Contract Award Date:

Project State Date:

Construction Completion Date:

Contract Completion:

Final Payment Submitted to DOT:

45. Estimate total project cost?

EQUIPMENT & MISCELLANEOUS CAPITAL PROJECTS

Fill in the requested information below regarding your Equipment and Miscellaneous Capital Project(s). These projects must directly relate to your transportation program. Any equipment purchased with these funds must be required for, and used for, public transportation. **If applying for more than project, please attach additional sheets and create a separate project for each in the BlackCat System.**

46. Describe your proposed project(s) in detail (detail MUST include: type, quantity, cost, purpose of equipment being requested).

- a. Disc Brake Tool. This project involves the purchase of tooling required to properly maintain disc brakes that are present on new heavy duty buses.
- b. Concrete for ADA Boarding. This project involves the installation of concrete at four bus stops to allow for the placement of a shelter and ADA boarding area.
- c. Bus Shelter Replacements. This project involves replacement of seventeen (17) bus shelters that were purchased in 1987 and have exceeded their useful life.

47. How does this project enhance your transportation program?

- a. This project enhances the transportation program by maintaining revenue service vehicles in safe operating condition.
- b. This project enhances the transportation program by providing ADA compliant bus stops for safe passenger boarding.
- c. This project enhances the transportation program by bringing assets to a state of good repair and improving bus stop amenities for passengers.

48. Have you completed an Independent Cost Estimate document to show that the price is fair and reasonable? Provide this documentation.

Yes

49. Provide an estimated timeline for the purchase of this equipment. Provide a separate timeline if you are applying for different types of equipment. **See sample timeline below, add or remove lines as needed.**

RFP/IFB Issue Date: August 2019

Contract Award Date: September 2019

Initial Delivery/Installation Date: September 2019

Final Deliver/Installation Date: September 2019

Contract Completion: October 2019

Final Payment Submitted to DOT: November 2019

50. Estimated cost for the project?

- a. \$20,000
- b. \$8,300
- c. \$136,000

FY 2020 PROJECT FUNDING REQUEST

In the table below, list requested projects by priority, and specify in detail the sources and dollar amounts of Local Match funding (state aid, mill levy, donations, contract income, etc.) that are available to be used towards each project (Vehicle, Facility Rehabilitation & Construction, and/or Equipment/Miscellaneous Capital). **Farebox revenue cannot be used as Local Match.**

***Documentation of sources of Local Match (including state aid) MUST be attached or it will not be considered.**

Ranking	Project	Estimated Cost of Project	Local Match Needed	Sources of Local Match*
1	Replacement of Roof	\$157,000	\$31,400	Mill Levy
2	Upgrade Oil Dispensing & Disposal System	\$65,026	\$13,006	Mill Levy
3	Upgrade Lighting, Electrical & Fire Alarm Systems	\$152,000	\$30,400	Mill Levy
4	Parking Lot Improvements	\$67,500	\$13,500	Mill Levy
5	Upgrade Shop Ventilation	\$139,950	\$27,990	Mill Levy
6	Exterior Maintenance	\$98,965	\$19,793	Mill Levy
7	Auto Vehicle Location Equipment	\$20,000	\$4,000	Mill Levy
8	Disc Brake Tool	\$20,000	\$4,000	Mill Levy
9	Concrete for ADA Boarding	\$11,050	\$8,840	Mill Levy
10	Bus Shelter Replacements	\$136,000	\$27,200	Mill Levy
11	Shop Pickup Replacement	\$25,000	\$5,000	Mill Levy & Sale of Vehicles
12	Staff Car Replacement	\$18,000	\$3,600	Mill Levy & Sale of Vehicles
13	Shop Pickup	\$20,000	\$4,000	Mill Levy & Sale of Vehicles

The NDDOT Transit Staff is available to provide guidance and answer any questions on the application process.

North Dakota Department of Transportation
Local Government Division Transit Section
608 East Boulevard Avenue
Bismarck, ND 58505-0700

Phone: (701) 328-2542, 328-2835, 328-2194, or 328-3720,
E-mail: bhanson@nd.gov, dkarel@nd.gov, jsmall@nd.gov or conelson@nd.gov .