



Application for Financial Assistance Public Transportation Programs  
U.S.C. 49-5310, U.S.C. 49-5311, and/or U.S.C. 49-5339  
C.F.D.A. 20.509, C.F.D.A. 20.513, and/or C.F.D.A. 20.526 (respectively)

**SFY 2018 (07/01/2017 – 06/30/2018)**

Please select all programs for which you are applying:

- ☐ 5310 (Elderly & Disabled)
- ☒ 5311/5339 (General Public)

Please select all funding types for which you are applying:

- ☐ Current Level Operating Assistance (State)
- ☐ Replacement Capital - KDOT Purchased
- ☒ Expansions - Capital Assistance
- ☐ Expansions - Operating Assistance (state)

*Expanding or adding transportation service to areas not already receiving services. Expansion can include, but is not limited to, such things as providing services to new locations or evening and weekend service.*

- ☐ New Starts - Capital Assistance
- ☐ New Starts - Operating Assistance (state)

*Any new proposed service previously not in existence. This can be capital and/or state operating assistance*

## **GENERAL INFORMATION**

Coordinated Transit District (CTD) #: 9  
CTD Name: South Central Kansas Coordinated Transit Council  
Agency Name (as it appears in your DUNS file): 056577166  
Address: 2622 W Central Ave, Suite 500  
City, State, Zip: Wichita, KS 67203  
Primary Contact Person: Kandace Bonnesen  
Title: Transportation Manager  
Phone: 316-660-5157  
Fax: 316-660-1936

Email: [Kandace.Bonnesen@sedgwick.gov](mailto:Kandace.Bonnesen@sedgwick.gov)

Website: <http://www.sedgwick.org/aging>

### TYPE OF AGENCY (CHOOSE ONLY ONE)

*[Note: a private for-profit agency is not eligible to receive 5310 funds directly. The private for-profit agency must contract through another eligible agency, following procurement procedures.]*

- ☐ Independent Public Agency or Authority of Transit Service
- ☐ Subsidiary Unit of a Transit Agency, Reporting Separately
- ☒ City, County, or Local Government Unit or Department of Transportation (Limited to those public bodies approved by the State to coordinate services for the elderly and persons with disabilities, or those public bodies which certify to the Governor that no nonprofit corporations or associations are readily available in an area to provide the service).
- ☐ State Government Unit or Department of Transportation
- ☐ University
- ☐ Area Agency on Aging
- ☐ Other Publicly-Owned or Privately Chartered Corporation
- ☐ Private, For-Profit Corporation
- ☐ Private, Not-for-Profit or Non-Profit Corporation
- ☐ Private Provider Reporting on Behalf of a Public Entity
- ☐ Tribe

### INSURANCE

Does your agency carry full coverage insurance (yes or no)? Yes

Agency which handles your policy: Sedgwick County Department of Finance, Risk Management

Name: Mick McBride

Full Address: 525 N Main, Suite 1150, Wichita, KS 67203

Agent's Name: Mick McBride

Agent's Phone Number: 316-660-9680

### GOVERNING BOARD

1. What is your governing board? (board of directors, county commissioners, city commission, advisory board, etc.) County Commissioners
2. Please upload a copy of your board of directors - with contact information - and specify who the board chairperson is. (Attachment 1)

## **LOCAL COMMITMENT TO PUBLIC TRANSPORTATION**

1. Describe what efforts have been undertaken to coordinate with local governmental officials in identifying public transportation needs and whether these are currently being met. Include at the back of this application any written agreements you have with any other organization.

Sedgwick County Department on Aging - Sedgwick County Transportation (SCT) program has sent letters to the following cities, Andale, Bentley, Cheney, Clearwater, Colwich, Garden Plain, Mt. Hope, Sedgwick and Viola that are in rural areas of Sedgwick county requesting input into the application process. SCT has also worked with three rural cities to facilitate a volunteer transportation program. SCT is pursuing other potential volunteer transportation partners in rural areas of Sedgwick County.

SCDOA's Director serves on the WAMPO – Technical Advisory Committee (TAC) representing CTD9 for regional transit planning. TAC reviews technical information about transportation studies and issues as well as providing the Transit Policy Board (TPB) with their professional recommendations on documents, plans, and activities. They also help with the adoption of transportation documents such as the annual Transportation Improvement Program. This committee is composed of a broad range of representatives from many disciplines throughout the region. Input from WAMPO-TAC will help guide the ongoing updates to the Metropolitan Transportation Plan 2035 and is working with WAMPO-TAC on the WAMPO-MOVE 2040 update which updates the Metropolitan Transportation Plan (MTP). Guidance will include identification of regional goals and objectives, strategies and performance measures for the plan, identify project selection criteria, provide feedback on written sections of the MTP and help prioritize projects.

SCT is working with community partners to identify alternatives to General Public Demand Response service for newly urbanized areas of Sedgwick County. Two RSVP volunteer programs have been set up in the City of Mulvane and City of Park City, both are in the newly urbanized areas that lost FTA 5307 services. SCT administers county funds distributed to the City of Wichita Transit for city public bus service to Oaklawn Improvement District located outside the city limits of Wichita.

SCT participated in the WAMPO MOVE 2040 plan by providing input on future transit needs for the program. SCT anticipates the need to replace transit vehicles and to expand its program to include a One Call, One Stop call center and house a regional mobility manager for a regional plan for coordinated transit districts. Our proposals have been submitted to WAMPO MOVE 2040 to be included in the long range plans.

SCT has three staff trained to provide Car-Fit events. CarFit is an educational program created by the American Society on Aging and developed in collaboration with AAA (American Automobile Association), AARP and the American Occupational Therapy Association. Staff from SCT are trained to provide Coordination for CarFit events. Part of the CarFit events will be information and education regarding transit options for the seniors. This will enable SCT staff to educate the public regarding the options for transportation in our region.

COMCARE of Sedgwick County utilizes SCT for transportation services for their customers. COMCARE calls for a ride and SCT utilizes contracted providers to transport the ride. SCT pays the contractor and then bills COMCARE for the service.

SCT Staff attend City of Wichita Transit Advisory Board monthly.

SCT provides information at multiple community events throughout the year.

SCT is a member in good standing on CTD9.

### TRAINING

1. List all training activities in which your drivers and other personnel are involved. What training sessions does your agency require of drivers and others involved in your transportation program?

Drivers are required to complete approximately 30 hours of training that includes CPR, First Aid, Defensive Drive, drug and alcohol, RTAP, customer service, violence in the workplace, lifting and handling techniques, communication skills, diversity and ADA, seizure management, bus safety and situational analysis. Also, the drivers are required to complete on the job training by shadowing experienced drivers for a week, then on the road training with a coordinator or manager prior to going solo.

Dispatchers must complete approximately 30 hours of training that includes customer service, diversity, violence in the workplace, lifting and handling techniques, working with special populations, communication skills, seizure management, drug and alcohol, bus safety and situational analysis.

Staff encouraged to attend local, regional and national training opportunities. All staff are required to complete HIPPA training annually.

2. How many drivers of KDOT vehicles do you have including volunteer drivers? 2
3. Have all drivers been to the RTAP Driver's Training in the last 2 years? yes

You must complete the Employee Training Log on the next page or attach one of your own with equivalent information to your application

# Employee Training Log

**For all drivers, including volunteers or other agency staff, that operate vehicles funded by KDOT.**

**Office of Public Transportation programs must attend the approved RTAP Driver's Training every other year.**

<b>Name</b>	<b>Date of Training</b>	<b># hours</b>	<b>Training Title</b>	<b>Trainers Name</b>	<b>Certificate on file?</b>
<b>Terri Agnew</b>	<b>8/19/15</b>	<b>5</b>	<b>Techniques for Defensive Driving</b>	<b>RTAP</b>	<b>Yes</b>
	<b>5/26/16</b>	<b>6</b>	<b>CPR and AED Training</b>	<b>Sedgwick County EMS</b>	<b>Yes</b>
<b>Irma Hernandez</b>	<b>8/19/15</b>	<b>5</b>	<b>Techniques for Defensive Driving</b>	<b>RTAP</b>	<b>Yes</b>
	<b>9/23/15</b>	<b>5</b>	<b>Evacuation Techniques for Rural Transit Passengers</b>	<b>RTAP</b>	<b>Yes</b>
	<b>11/19/15</b>	<b>6</b>	<b>Advanced Mobility Device Securement Skills Development</b>	<b>RTAP</b>	<b>Yes</b>
	<b>5/26/16</b>	<b>6</b>	<b>CPR and AED Training</b>	<b>Sedgwick County EMS</b>	<b>Yes</b>

1. Describe the current demand for service in your area. Additional documentation can include, but is not limited to, log sheets of trip turn downs, surveys, testimonials from people not served, and additional services requested by existing riders and the general public.

In calendar year 2014 SCDOA through its transportation department, referred to in this document as Sedgwick County Transportation (SCT), provided 5981 one-way trips, in 2015 one-way trips totaled 6450 and projected to provide in 2016 6600. Trip turn downs are not characteristic of the program due to availability of contracted providers that are available to meet capacity issues. With the increase in capacity and coordination with other 5311 providers in the regional increased utilization is expected for the program.

2. Estimate the number of people in your service area as well as the number of transit dependent people (i.e. no vehicle, elderly, disabled, low income).

According to Kansas County Demographics **2015** compiled by the KU Transportation Center and available on their website, persons age 60 and older living in Sedgwick County is 96,104 age 65 and older is 67,228. The percentage of elderly in Sedgwick County below poverty level is 7.22%. Adults age 18 and older below poverty total 47,943. Total number of households in the county is 215,200 with the number of zero-car households totaling 11,843. Number of 1-car households is 65,093. There are 32,064 persons 18 and older with ambulatory difficulty of those 14,966 are 65 and older. The number of 18 and older living below poverty level is 47,943. The demographics show that Sedgwick County has a high number of residents that can benefit from public transit. (Attachment 11)

3. Identify the types of trips your agency provides (medical, personal business, employment, etc.)

Sedgwick County has provided transport for the following purposes: employment, medical (dental, eye, ear, dialysis, physical therapy, etc.), human service agencies (day care, counseling, trainings, etc.), pharmacies, grocery stores, banks, law firms, tax preparation agencies, recreation, senior centers, hospital and nursing home visitation, errands, and airport travel.

4. Does the proposed service and schedules meet the needs of the identified riders?  
Yes.
5. Estimate the number of total clients within the following group:  
Reviewing the census data for rural communities served by SCT the number of census responders stating white 97%. Those identifying as percent of the rural population - Hispanic make up 2.6%, African American 0.25%, Native American

0.44% and Asian or Pacific Islander at 0.18% and the rest identify as other. Using that number based on the population in the rural area we have the following potential customer base in rural area of Sedgwick County. These numbers were extrapolated by looking at percentage breakdown in four largest rural communities in Sedgwick County (Cheney, Clearwater, Colwich, and Sedgwick)

African American	<u>74</u>
Hispanic	<u>774</u>
Asian or Pacific Islander	<u>53</u>
Native American	<u>131</u>

6. How many clients does your agency serve including those who have the potential to use your transit service? Based on 2015 US Census estimates SCT transit population is 29788.

Do you primarily provide service to any of the following populations: African American, Hispanic, Asian-Pacific, American, or Native American?

       Yes      X No

If no, do you provide any service to any of the following populations: Black, Hispanic, Asian-Pacific American, or Native American?

X Yes        No

7. Have you had any discrimination complaints based on Title VI – Nondiscrimination in the Provision of Service in the last year?

       Yes      X No

If yes, you must attach a response page with a concise description of any active lawsuit or complaint alleging discrimination in service delivery, as well as the status or outcome of any lawsuit or complaint.

8. Within the last year, have you refused service to anyone within the following populations: Black, Hispanic, Asian-Pacific American, or Native American?

\_\_\_\_\_ Yes      X No

If yes, please explain: \_\_\_\_\_

9. Your agency must not discriminate against its employees because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities. Has your agency had any discrimination complaints based on these EEO (equal employment opportunity) requirements within the last year? No

If yes, you must attach a response page with a concise description of any active lawsuit or complaints alleging EEO discrimination, as well as the status or outcome of the lawsuits or complaints.

10. Describe any activities that your agency has undertaken to plan for the future transportation needs of your service area. Do you plan to expand your services to other geographic areas or other population groups in the next 3-5 years? Does your agency have a 3-5 year long range plan? If not, why not? If yes, attach a copy.

With the acceptance of a two new minivans to SCT fleet we are utilizing them to do more rural transit rides in-house. SCT reviewed its ridership to attain efficiencies. SCT now has one driver that works early shift transporting riders during peak times in the morning. The other full time driver works later in the afternoon to cover peak ridership during rush hour. SCT is currently seeking to utilize three full and one part time drivers to cover from 6:00AM to 6:00PM. Currently SCT is part of the CTD9 and will be discussing short and long range plans for the district. Currently SCT is part of and participated in the consolidated plan for the transportation through Wichita Area Metropolitan Planning Organization (WAMPO) regarding transit issues. SCDOA/SCT Director is a member of the WAMPO Technical Advisory Board providing input for CTD9.

11. Describe, in detail, what services are provided by your agency other than transportation. Include a description of the geographic area in which these other services are provided.



Sedgwick County Department on Aging (SCDOA), established in 1980, administers the Central Plains Area Agency on Aging a (CPAAA), a partnership between Sedgwick, Butler and Harvey County Governments. SCDOA/CPAAA is responsible for planning, managing and evaluating aging programs and services in the tri-county area serving over 97,313 older adults age 60+. This agency is designated to administer federal, state and local funds allocated to provide programs and services to older adults and persons with physical disabilities. Our mission is: Assisting seniors, caregivers and individuals with disabilities to achieve improved health and greater independence. Programs administered by SCDOA/CPAAA include community services such as senior centers and legal services, in-home services such as home delivered meals and minor home repair, information and assistance, and case management. These services are provided in Sedgwick, Butler and Harvey counties; individuals who meet program guidelines in every city and unincorporated area within this tri-county area are eligible for service.

Geographic information based on U.S. Census 2010 and Population Information based on U.S. Census Estimates as of July 1, 2015:

County	Population	Square Miles of land	Rural/Urban
Sedgwick	511,574	997.51	Urban & Rural
Butler	66,741	1,429.86	Rural
Harvey	34,684	539.75	Rural

12. Description of Transportation Services - include a map showing where your transportation service operates. This description must include the routes and schedules used by your transportation project. Describe the service area by counties and cities for which transportation is provided. This means the area from which you pick up riders (trip origin), not necessarily to where you take them. **Attach additional pages as necessary to the back of this application.**

Sedgwick County Transportation provides service to all incorporated cities and unincorporated areas of Sedgwick County. Incorporated cities: Andale, Bentley, Cheney, Clearwater, Colwich, Garden Plain, Mt. Hope, Peck, Sedgwick, and Viola. Unincorporated areas: Anness, Bayneville, Berwet, Clonmel, Furley, Greenwich, Greenwich Heights, Murray Gill, Peck, Prospect, St. Marks, St. Mary Aleppo, St. Paul, Schulte, Sunnysdale, Trails View, Waco, Wego. There are regular users of our service residing in the incorporated cities and users in unincorporated areas such as Furley, St. Marks, Schulte, and Waco.

Demand response type services are provided 24/7 based on availability but rides must be scheduled Monday through Friday from 8:00am to 4:30pm. There are no specific routes; it is 100% demand response. Schedules are 8:00am to

5:00pm Monday through Friday through direct service and 24/7 based on availability through contracted vendors. 24-48 hours advance notice is required.

Sedgwick County Map (Attachment 2)

## SERVICES

1. Identification of Trip Generators (a trip generator is a facility or location to and from which a lot of trips are made. Some common trip generators include hospitals, universities, shopping mall, fairgrounds, etc.)

List the types of local activities and housing centers that you have identified as destination or pick-up points for riders of your transportation service. This may include, but is not limited to, employers, training centers, senior citizen centers, housing units, shopping centers, and medical facilities.

Sedgwick County has provided transport for the following purposes: employment, medical (dental, eye, ear, dialysis, physical therapy, etc.), human service agencies (day care, counseling, trainings, etc.), pharmacies, grocery stores, banks, law firms, tax preparation agencies, recreation, senior centers, hospital and nursing home visitation, errands, and airport travel.

2. Service Hours

What hours of the day and days of the week does the transportation system operate? Be specific.

Monday	<u>24 hours</u>
Tuesday	<u>24 hours</u>
Wednesday	<u>24 hours</u>
Thursday	<u>24 hours</u>
Friday	<u>24 hours</u>
Saturday	<u>24 hours</u>
Sunday	<u>24 hours</u>

### 3. Trip Purpose

List all trip purposes (for example, medical, shopping, nutrition, etc.) made by your transportation project. Provide the number of approximate annual trips made for each trip purpose.

Numbers based on approximate 2016 calculations:

Employment – 1258

Medical – 1772

Education - 72

Other – 3533

### 4. Type of Service: Check appropriate type, if more than one, include percentage.

Demand response – a door-to-door service which includes services generally referred to as dial-a-ride or shared-ride taxi. Such systems may require a 24 hour notice and others respond to telephone requests, often within 30 minutes.

Deviated fixed route – provides for a route that is fixed, but with some route deviation permitted in order to provide greater flexibility.

Fixed Route – service is schedule-oriented like most transportation systems in urbanized areas (for example, at 9:15am the bus stops at Wal-Mart, at 9:30am the bus stops at 12<sup>th</sup> & Main, at 10:00am, the bus stops at City Hall.)

Service	Percent (if <100%)
<input type="checkbox"/> Demand response, Same-day service	_____
<input checked="" type="checkbox"/> Demand response, 24-hour or more notice	<u>100%</u>
<input type="checkbox"/> Deviated Fixed Route	_____
<input type="checkbox"/> Fixed Route	_____

1. Fare Structure (if you also operate on a reduced-fare schedule, please outline what your fares are – senior, child, etc.)

*A. Do you operate under a suggested donation or fare structure? Please mark the appropriate box.*

Fares ☒

Suggested donation ☐

- B. What is your suggested donation or amount charged for a fare? \$3.00

## Coordination

Coordination of services within individual service areas is a very important component of the grant review process. This section requires you to provide information regarding your efforts to coordinate your transportation services with others operating in the area, include those members of your CTD.

### 1. Existing Transportation Services

**List all existing transportation services within your transportation service area.** The information for each of the existing transportation service agencies must include the following information. Please do not include school buses or chartered bus services in this table.

*[Note: For the Clientele category, please choose from GP (General Public), E (Elderly), D (Disabled), NE (non-ambulatory elderly), or ND (non-ambulatory disabled).]*

Provider Name	Clientele	Service Area	Service Days and Hours	Fares/ donation per ride	Contact Person	Telephone No.
ABC Taxi & American Cab	GP	Kansas	24/7	\$2 flag; \$2/mile	Dispatch	(316) 264-4222
Always There Senior Care	E			1 hr min. 1 hr=\$25/hr 2 hr=\$18/hr 3 hr=\$17/hr No mileage unless outside ICT	Staff	(316) 946-9222

Anytime, Anywhere	GP	United States	24/7	Wheelchair\$6 0 one-way, \$80 round- trip Stretcher \$200 one- way. Mileage rates may apply.	Dispatch	(316) 775-1591
The Arc of Sedgwick County	D Clients only	Sedgwick County	Events evening & weekends and daytime summer events	Fares are included in the client's program.	Kristen Phillips	(316) 943-1191
Arrowhead West	D Clients only	Sedgwick County	8 A – 5 P Mon. – Fri.	Built into the fees	Desi Bain	(316) 722-4554
Best Cab	GP	Kansas	24/7	\$2 flag; \$2/mile	Dispatch	(316) 838-2233
Break- through Club of Sedgwick County	D Clients only	Sedgwick County	6:30 AM – 4:30 PM Mon. – Fri. Evenings: Mon., Wed., Fri.	\$0	Katie Gibbons	(316) 269-2534
Butler County Dept on Aging	GP	Butler County	8:30AM- 4:00PM Mon – Fri	.50¢ to \$4.00 one-way	Wendi Vittitow	1-800-279- 3655 (316) 775-0500
Catholic Charities Adult Day Services	E & D Clients only	Wichita	7:30 AM – 5 PM Mon. – Fri.	\$0	Kim Jackson	(316) 942-2008
City of Kingman	GP	City of Kingman	M – F, 7:30am – 4:30pm	\$15 membership/ \$0.50 or \$1.00 per trip	Dispatch	(620) 532-3111
CPRF Timber Lines	E & D	Wichita	8 AM – 5 PM Mon. – Fri.	\$40 ow (private rate)	Dispatch	(316) 651-5289
COMCARE of SG CO	D Clients only	Sedgwick County	8 – 5 w/some evening hrs	\$0	Brian Grier or Bill Cave	(316) 660-7700
Comfort Care Transporta- tion	GP	Kansas	7 AM – 6 PM, Mon – Sat., some Sundays	\$45 one-way (outside of Wichita + mileage-- \$2.50/mile if no guernsey or oxygen)	Dispatch	(316) 304-1853

Cowley County Council on Aging	GP	Cowley and Chataqua Counties	M – Th., 8am – 5pm, Fri., 8am – 2pm	\$2 in Winfield, \$3 within Cowley; \$25 to Wichita	Amber Bruce or Linda Chase	(620) 221-7020
Creative Community Living	D, Clients only	El Dorado	24/7 based on client need	Included in fees paid by clients	Kathy Lang	(620) 221-9431
Derby Dash	GP	Derby city limits	7:30 AM – 4:30 PM Mon. – Fri.	\$2 one-way	Dispatch	(316) 788-7433
Envision	D Clients only	Wichita	6 AM – 6 PM, Mon. – Fri.	\$2.50	Tiffany Cook or Jim Helzer	(316) 425-7154
First Class	Sedgwick County Clients Only	Sedgwick County	6:30 AM – 6 PM, Mon. – Fri.		Mike Boettcher	(316) 524-4413
First Presbyterian Transp. Club	E Members only	Wichita	9 AM – 11:30 AM, 1 PM – 4 PM, Mon. – Fri.	\$30 for non-church members; \$20 for members; \$2 each way	Dispatch	(316) 267-1675
Futures Unlimited, Inc.	GP	Sumner, Cowley and Sedgwick	M – F, 8:30am – 8:30pm Sat. 9am-2pm	\$2 local; \$15 out of county	Dispatch	(620) 326-9996
GED Specialized Transp.	GP	Wichita	24/7	\$40 one-way (outside Wichita + mileage)	Dispatch	(316) 269-1200 Phone # no longer in working order
Harvey County Dept on Aging	GP	Harvey County	8:00AM – 5:00PM Mon – Fri	\$8 in Newton, \$12 in Co., \$20 out of County	Karen Kaufman	(316) 284-6802
Harper County Dept on Aging	GP	Harper County	M – F, 8am – 5pm	\$4 round-trip in Anthony; \$7 round-trip in County; \$15 round-trip out of county	Shirley McCartney	(620) 842-5104
Heartspring	D Clients only	Sedgwick County	24/7	\$0	Paul Faber	(316) 634-8796
Home Instead	E	Wichita & Surrounding cities	24/7	Starts at \$17/hr; \$19/hr hands on, 2 hr	Staff	(316) 612-7541

				minimum + mileage		
House of Hope	D, Clients only	Sedgwick County	3 PM- ( )AM, Mon. – Sun.	\$0	Alma Johnson	(316) 265-6195
KETCH	D Clients only	Wichita & Sedgwick County	7:00 AM – 5:45 PM, Mon. – Fri.	\$2.50 one-way	Bill Culpepper	(316) 383-8796
Kingman Council on Aging	GP	Kingman County	M – F, 7:30am – 4pm; Sat. and Sun, as needed - advanced notice	\$14 round-trip	Judy Albright	(620) 532-5744
Let's Roll	GP	Wichita and surrounding communities	Mon – Fri 8:00 – 5:00	ICT to ICT (ambulatory) \$12.50 + \$1 mile after 10 (non-amb.) \$20 one-way + \$1 mile after 10; KS travel costs vary	Dispatch: Clint	(316) 771-7320
Luxury Transports	GP	East Wichita area (N – 37 <sup>th</sup> St./S – 39 <sup>th</sup> (MacArthur)/ W – Meridian Ave./ E – Andover Rd., Butler Co.)	Monday – Friday, 6 am – 5 pm (5 pm would be last possible pick-up)	Price Quote	Kimberly Warfield	(316) 687-9504
Mental Health Assn of South Central KS	MI, Clients only	Sedgwick County	8AM-5PM Mon - Fri	\$0	Christi Sparks or Cathy Barnes	(316) 685-1821 Ext 300 or 322
Midwest Express	GP	Wichita and surrounding areas	5:30 AM – 5:30 PM, Mon. – Fri. Some Sat.	Rates dependent on destination	Dispatch	(316) 207-7271
Mt Hope Community Development	E, D, Clients only	Wichita, Hutchinson & Halstead	7:30 AM – 5 PM, Mon. – Fri.	Per Mile	Pat Kissick	(316) 667-2431
Next Step	GP	Wichita 1-WC van	6AM – 5PM and can do 24/7 with 24	WC \$20 ow Amb \$10 ow; weekends &	Tonya Griffin	(316) 299-9942

		1-non WC van	to 72 hrs notice	holidays, double cost		
On Time Transport.	GP	Wichita & Surrounding Cities	8 AM – 5 PM, Mon. – Fri.	\$12.50 ow (+ mileage outside of Wichita)	Dispatch	(316) 807-6732
Prairie View	MI, Clients only	Harvey	Office Hours	\$0	Chris Zuercher	(316) 284-6400
Project Independence	D Clients only	Wichita	Tues-Fri 8PM-10PM	.50 cents/night or \$4/month	Rene Strunk or Carr Floyd	(316) 262-6898
Rainbows United	D Clients only	Sedgwick County	7 AM – 5:45 PM, Mon. – Fri.	Sliding fee scale	Betty Graham or Deb Voth	(316) 267-5437
Right At Home	E			\$20/hr + mileage	Staff	(316) 721-6001
Rita's Rides	GP	Wichita & surrounding areas	6AM-10:30PM 7 days/week	\$2 per mile	Dispatch	(316) 204-3235 or 393-4664
Sedgwick County Transportation	GP	Sedgwick County	24/7 – based on availability	\$3 one way	Dispatch	(316) 660-5150
Southeast KS shuttle Service	GP	Kansas	24/7	\$1 per mile	Dispatch	(316) 734-3598
Starkey, Inc.	D Clients only	Wichita & Sedgwick County	24/7 based on client need/home	\$0	George Harris	(316) 942-4221 ext. 2127
Sunny Dayz Transport.	GP	Sedgwick County	6 AM – 6 PM	\$12.50 + mileage outside of Wichita	Dispatch	(316) 806-7673
Tornado Transit, LLC	GP	Sedgwick County	7AM-7PM (or later upon request), including weekends & holidays	Price Quote	Mitchell Weber	(316) 650-5080
Touch of Class	GP	Sedgwick, Butler, Cowley and Reno County	8am-6pm Mon – Sat.	\$25 ow (Sedgwick) + \$1.25/mi outside	Latonyua Rice	(316) 737-1854
Trice Transportation	GP	Wichita (2 high top	6am-6pm Mon - Sat Adjusted	Price Quote	Angelina Thomas	(316) 281-5973 or (316) 281-5977



		vans w/ lifts)	based on need			
Twin Rivers Development	GP	Cowley County	M – F, 8am – 9pm Sat./Sun. As requested in advance	\$2 within Arkansas City/Winfield; \$4 out of County	Betty Webber	(620) 442-3575
Veterans Affairs	Ambulatory Veterans only	Wichita	8 AM – 5 PM, Mon. – Fri.	\$0	Staff	(316) 685-3614
Via Christi HOPE	D Clients only	Sedgwick County	7:30 AM – 6 PM, M-F	Enrollment fee	Staff	(316) 858-1111
Vizion One Inc.	GP	Wichita & surrounding areas	8AM-5PM M-F& after hrs as needed	\$25 to \$65	Dispatch	Office: (316) 558-8221 Fax: (316) 558-8227
Wichita Transit	GP and D	Wichita	6AM-6:15 PM M-F, 7AM-5:30PM Sat	\$1.75 Adult \$0.85 Special Citizen \$1.50 Youth Free Child \$5 All Day Pass  Paratransit service \$3.50 per one-way	Dispatch	Fixed: (316) 265-7221 Paratransit: (316) 352-4826
Wisdom Travels	GP	Sedgwick County	6 AM – 6 PM	\$30 one-way	Sanjaya Perera	(316) 708-1950

2. Describe, in detail, the efforts that you have undertaken to coordinate your transportation service with other private transportation services (such as taxi cabs) within your service area. Also describe the efforts that you have undertaken to coordinate your transportation service with private transportation providers in your service area. This would include taxi operators. If you have entered into coordination agreements, you must include copies of those agreements as attachments to the back of this application.

SCT is a modified brokerage and currently contracts ten transit providers. Five are for profit transit providers. Three rural senior centers/clubs to provide volunteer general public transportation by RSVP Volunteer Program drivers. SCT contracts with two urban senior centers that provide volunteer driver program services for persons 55+ utilizing Mill Levy funds per coordinated trip; working with the RSVP program. The following is a list of providers.

Cerebral Palsy Research Foundation (CPRF), Timber Lines service (non-profit)  
 Wisdom Travels (private)  
 Rita's Rides (private)  
 ABC Taxi (private)  
 American Cab (private)  
 Bentley Senior Club (non-profit)  
 Clearwater Senior Center (non-profit)  
 Mt. Hope Senior Center (non-profit)  
 Mulvane Senior Center (non-profit)  
 Park City Senior Center (non-profit)  
 (Attachment 3)

SCT receives trip requests utilizing direct services and overflow provided to contracted vendors except the volunteer programs as they coordinate requests through each of their senior centers. Trips are arranged with the available vehicles in SCT fleet and then vendors as available with appropriate vehicle assignment; taking into account trip origin and destination, appointment time, whether ramp/lift accessibility is needed, feasibility of sharing a ride with another customer and other considerations to ensure best use of available resources. All contract/coordination agreements attached.

SCT currently works with two cab companies in the region to assist with services to the general public.

3. Services Provided to Riders Other Than Clientele

Describe what efforts are being undertaken to provide transportation service to the elderly and disabled in your service area other than your own clientele.

SCT provides general public transportation services from designated rural areas of Sedgwick County to the city of Wichita and back to the rural location which includes accessibility for the elderly and disabled. SCT does not have a designated rider base of seniors or persons with disabilities.

4. Coordination with Local Government (PLANNING REVIEW):

- a. Urbanized Area Requirements: (Wichita, Kansas City, Topeka, Lawrence, Manhattan, & Wyandotte County)

☒ As per the Instructions for Application, the applicant is referred to the Metropolitan Planning Organizations for review of the Transportation Project and its inclusion into the Annual Element of the Transportation Improvement

Program. If these requirements have been satisfied, please place a check in the brackets at the beginning of this paragraph.

Attach to application a copy of the letter your agency submitted to the Metropolitan Planning Organization requesting to be included within the Transportation Improvement Program. (Attachment 4)

- b. Non-urbanized Area Requirements: (excluding Wichita, Kansas City, Topeka, Lawrence, Leavenworth, Manhattan & Wyandotte County)

☒ Local governments must be given an opportunity to comment on the transportation proposals. The applicant should submit the proposal to city and county commissioners in the proposed area, requesting review and comment on the proposal. Please attach all current comments received from local governments. (See instructions for procedures.) (Attachment 5 and 6)

5. Coordination with Social Service Agencies

Describe what efforts your agency has undertaken to meet with local government agencies, human services agencies or other social service agencies to determine their needs for transportation services. What have been the results of these efforts? Indicate any barriers to coordination and how they were resolved. If they were not resolved, explain why. Please include a copy of the letter sent to the agencies.

Through work with the CTD9 and Paratransit Council, communication among regional providers occurs at a minimum of monthly. The Administrator for CTD9 coordinates bi-monthly meetings for the SCKCTC in CTD9.

Participation in the South Central Kansas REAP transportation work team to achieve a regional transportation system that includes strategic, responsive, and sustainable transportation choices.

Active member of Kansas Public Transit Association. SCT Transit Manager is a member of KPTA board.

SCDOA Director is a member of the Wichita Area Metropolitan Planning Organization Technical Advisory Committee (TAC) providing information in regards to transit needs for citizens of Sedgwick County and CTD9.

Member of the Paratransit Council, Inc., that covers Butler, Harvey and Sedgwick Counties, meet regularly. Paratransit is a voluntary group of representatives that provide 5310, 5311 and non-profit/chartered business agency directed rides interested in applying for funding. The group networks with each other, seek ways to enhance and be more efficient in providing services and discuss transit needs in the area.

Currently working with Reno County Transportation to develop a transit option for riders from Reno County to access services in Wichita through drop off and pick up sites in Sedgwick County. The plan is to target riders that will be picked up in rural cities that already have regular ridership. This will aid in efficiencies for both programs. Working with the urban bus service; SCT would drop off Reno County riders at transit station and utilize the urban system for stops within the city. The pick-up and drop off location will be verified when reserving the ride. SCT is in the early planning stages of this coordination and the model may change.

SCDOA has a monthly community meeting with service providers from the region. SCT has made several presentations to the attendees regarding transit options in the region as well as request input on our current service model.

A letter was sent to the Cities of Andale, Bentley, Cheney, Clearwater, Colwich, Garden Plain, Mt. Hope, Sedgwick and Viola requesting support for our Rural Transportation program and the opportunity to review our 5311 application. (Attachment 5)

#### Wichita-Sedgwick County Access Advisory Board (WSCAAB)

SCT has a representative on the Advisory board and attends monthly meetings regarding accessibility issues in Wichita and Sedgwick County. The representative is also on the transportation and new building review subcommittees. 2013 the Advisory Board formed a subcommittee to review transit option in the city and county. The transportation subcommittee is comprised of representatives from Veterans Administration, Sedgwick County Transportation, City of Wichita, Sedgwick County, community volunteers and other interested parties. The goal is to review current transportation resources available along with transit needs in the community. SCT continues to provide information to the group regarding transit option available in the region. SCT through WSCAAB and attending community meetings has provided input on the changes to the Wichita Transit service model and the changes to Paratransit.

WSCAAB membership consists of appointed members from community non profit agencies, city and county government: City of Wichita Manager, Mayor and each Council member; ADA coordinator for the County. City and USD 259;

County Manager, and each Councilman; Independent Living Resource Center; Kansas Disability Coalition; Muscular Dystrophy Association; Sedgwick County Developmental Disability Organization; SCDOA; ARC of Sedgwick County; Envision; Wichita Association of the Deaf; Cerebral Palsy Research Foundation; Veterans Affairs, and Sedgwick County Association of Cities.

**Vehicles to be ordered in spring 2017 and delivered summer/autumn 2017**

- KDOT Is not responsible for sales tax on new vehicles***

**Estimated Vehicle Costs**

Vehicle Type	Quantity	Estimated. Unit Cost	Total Cost
Ramp Accessible Mini-Van		<b>\$ 39,000</b>	
Full size van (Can be ordered with or without a lift)	1	<b>\$ 45,000 no lift</b> <b>\$ 58,000 lift</b>	\$45,000
14 Passenger composite body mini-bus (seats 12 passengers with 2 wheel chair placements)		<b>\$ 60,000</b>	
14 Passenger metal body mini-bus (seats 12 passengers with 2 wheel chair placements)		<b>\$ 61,000</b>	
20-passenger composite body small transit bus		<b>\$ 60,000</b>	
20-passenger metal body small transit bus		<b>\$ 61,000</b>	

SUBTOTAL \$45,000

**Additional Estimated Costs for Modifications and Accessories on 14s and 20s**

Modification	Quantity	Estimated Unit Cost	Total Cost
Wheelchair Lift		<b>\$ 3,000</b>	
Wheelchair Restraint System		<b>\$ 800</b>	
Fixed Route Equipment		<b>\$ 4,500</b>	
Other Equipment (Specify) Radios, dispatching console, antenna kits, etc.		Contact KDOT	
Fare Box only		<b>\$ 800</b>	
Vehicle security cameras		Contact KDOT	

KDOT approved Dispatching Software		Contact KDOT	
Mobile Data Terminals (MDTs)		Contact KDOT	
Bike Rack	1	Contact KDOT	\$2,000

SUBTOTAL \$2,000

1. Total Estimated Cost (Items 1 and 2) \$47,000.00
2. Contingencies (**2 ½ %** of Line 3) \$1,175.00
3. Total Estimated Capital Cost (Line 3 and 4) \$48,175.00
4. Section 5311/5339 Grant Request (80% of Line 5) \$38,540.00
5. Local Matching Share (20% of Line 5) \$9,635.00
6. Itemize the sources and amounts of funds to be used as the **Local Matching Share**.  
Please attach letters of commitment from all sources verifying the amount of local  
match and when the funds will be available. (Attachment 7)

Source

Amount

Sedgwick County

\$9,635.00

Grand Total Local Matching Share

\$9,737.50

1. For REPLACEMENT VEHICLE funding, give a detailed description of the current transportation service being provided. In the case of replacement vehicle, be sure to fully complete **Section C, Item 1** to indicate which vehicle will be replaced. Also provide documentation of the need to replace the vehicle (for example, mileage, age, and maintenance history). Vehicles being replaced must have a minimum of 100,000 miles at time of application. Mileage requirements may be waived if major and/or excessive maintenance problems are documented. KDOT does not replace agency owned vehicles. For replacement vehicles you must include the following (attach additional pages if necessary):

Vehicle ID # \_\_\_\_\_

Vehicle Type: \_\_\_\_\_

Make \_\_\_\_\_

Year \_\_\_\_\_

Mileage \_\_\_\_\_

What type of vehicle are you requesting as a replacement? \_\_\_\_\_

2. For EXPANSION funding, give a detailed description of the current transportation service and an explanation of the proposed expansion of service. Explain how the current service will benefit from the expanded transportation service.

SCT is requesting funding operating expenses to cover 3 full time drivers and one part time driver. This will allow SCT to increase the efficiency of its service by providing rides and not utilizing contractors. Utilizing our routing software and working with customers we will be able to provide services to multiple riders and limit one passenger only trips. We plan on putting three vehicles into use on rural demand response service and need additional resources to cover peak demand hours.

SCT currently utilizes two buses and five contracted providers to ensure General Public Transportation in Sedgwick County. SCT utilizes funds from the following sources; FTA 5311 funds for general public rural transit services, KDOT funds through FTA 5311 grant, Federal funds through the Older Americans Act and Sedgwick County Mill Levy funds.

The expansion funding will allow SCT to increase the number of trip that it provides utilizing its vehicles and drivers. This increases efficiencies of its call center, drivers, vehicles and ride sharing for rural trips. Using routing software and in vehicle terminals



manifest that have real time update capability we will maximizing ride manifests in real time. Ride manifest are developed by 5:00PM the prior work day. Riders call 24 hours before pick up. Manifests are developed to maximize efficiencies. Call center staff work with riders to adjust pick up and drop off times to ensure shared rides whenever possible. Example – rider in rural location needs a ride to the Doctor another rider along the route request a ride to the grocery. We will work with the rider that needs to go to the grocery store to match up with the rider going to the doctor. This enables doubling up on rider from the rural location. This will also allow for doubling up on return trips. We strive for good customer service balanced against the need to maximize efficiencies.

3. For NEW STARTS funding, give a detailed description of the proposed transportation service and how it will benefit the elderly and/or disabled riders.

4. Describe vehicle maintenance procedures and schedules. Who is in charge of the maintenance on the vehicles? Indicate where the vehicle(s) are housed while not in operation. If this location is different than your agency location, provide an explanation as to why these vehicles are housed at these locations and attach to the back of this application any written agreements you have with these locations.

SCT vehicles are maintained at 1021 Stillwell, Wichita, KS 67213, in Fleet Management's Light Equipment Shop along with the Sheriff's Department Patrol Cars, Ambulance Fleet, Public Works' light vehicles, and many other specialty vehicles that belong to Sedgwick County. This shop employs 5 technicians and 1 Shop Foreman. Three of these technicians are designated to maintain our vehicles and are enrolled in the drug and alcohol testing program. These 3 technicians are Automobile Service Excellence (ASE) Certified with two being Master Certified. The Shop Foreman is Master Certified in automobile repair. Each time a vehicle is taken in for scheduled maintenance a thorough inspection is performed and any problems are repaired at that time. Any problems discovered by the driver's daily inspection get reported to Fleet Management immediately and the Shop Foreman determines whether the problem is minor enough that the repair can wait until the next scheduled service or whether the vehicle needs to be taken out of service immediately.

While not in operation, KDOT vehicles are parked in unsheltered designated stalls on the lot in the 1021 Stillwell complex. This complex is protected by fences and locked gate after business hours, a camera security system, and Public Work's security guards which are directly across the street from the

complex who make hourly patrols. Our vehicles are not housed at our offices at 2622 W. Central due to lack of fences, locked gate or security patrol. Since the location in which they are housed is County property a written agreement is unnecessary.

## Current Inventory

Complete the following inventory sheet. Please fill in all the blanks for each vehicle as completely and accurately as possible. The list should include all vehicles that were purchased for your agency by KDOT. If more space is needed copy the form. You must use this inventory sheet; you may not use one your agency has created. If you provide transportation in agency-owned vehicles, you *may* include those on a separate sheet.

[illegible]


## Accessibility & Safety

Public operators of demand response systems serving the general public may acquire inaccessible vehicles only if the system, when viewed in its entirety, provides a level of service to individuals with disabilities, including wheel chair users, that is equivalent to the level of service provided to non-disabled individuals. "Equivalent service" means that when all aspects of the demand response system are analyzed, equal opportunities for each individual with a disability to use the system must exist. Consistent with statute, the DOT Americans with Disabilities regulations specify certain service criteria to make this determination. Sub-recipients of KDOT public transportation funds seeking to acquire a non-accessible vehicle must complete & sign the certification of equivalent services. All KDOT grantee's must submit the certification with their grant application as well as keeping a copy in their files and make it available for KDOT or FTA inspection.

1. In compliance with ADA criteria, do you have accessible vehicles? Yes If no, describe your efforts to meet the criteria of one accessible vehicle for every five vehicles in your fleet.
2. How many KDOT vehicles are in your fleet? Two
3. How many are accessible? Two

**FTA Assurance of Grant Capability**

1. Describe the experience your agency has in managing grants and/or other governmental grant programs.

Sedgwick County Department on Aging has managed federal, state and local grants for aging and disability services for over 30 years. Currently, the department issues over 140 grants and contracts to various vendors that total \$5 million. Our experience with grants for transportation include grants awarded by: FTA, KDOT, Kansas Department on Aging, Administration on Aging, Kansas Council on Developmental Disabilities, U.S. Department of Housing & Urban Development, and National Center on Senior Transportation. We also manage Sedgwick County mill levy dollars for transportation.

2. Upload a copy of your agency transportation budget for the previous year. A copy of your KDOT budget sheet will not be accepted. (Attachment 7)

3. Does your agency have an annual audit performed by a CPA firm?

  X   Yes                             No

**If you answered 'Yes', a copy of the audit and a summary of any findings and corrective actions that relate to your KDOT grant program must be immediately submitted to KDOT.**

Mailed to KDOT

**Assurance of CTD Activities**

1. Every applicant must be a member of a Coordinated Transit District (CTD) to receive elderly and disabled transportation funding from the Kansas Department of Transportation. Are you a participating member of the CTD for your area? **Yes**. If you are a new applicant, you must contact the chairperson of the CTD in your area to make arrangements for becoming a member and attend CTD meetings. All applicants **MUST** indicate their involvement level with the CTD; this would include membership, attending meetings, serving on committees, etc. List your involvement in the space provided.

SCT has been the Administrator of Central Plains CTD #12 since its origination in 1994. As such, our agency has played a major role in the CTD #12, being responsible for dispersion of KDOT and FTA funding to sub-grantees, accounting for expenditures and collection of ridership information. The administrative agency is also responsible for meeting minutes.

SCT had a perfect attendance record at CTD #12 meetings held in 2014 through dissolution July 1, 2015. An agency is in "good standing" per CTD by-laws if it sends a representative to at least half of the meetings and this requirement was exceeded.

SCT is currently Administrator for CTD9 and has attended all of the meeting. With the automation of ridership and billing information SCT continues to act as the administrator for payments to members of CTD9. SCT as the pass through agent for federal funds completed site visits to each member of CTD9, reviewed business operations, audits and financial management. SCT will complete annual reviews of each CTD9 member that receives federal pass through dollars that are disperse by Sedgwick County.

SCT has a representative on the CTD9 Sub committee reviewing the option of hiring a Mobility Manager.

Are you a member in good standing? Yes

Attach a copy of the letter from your CTD's administration personnel verifying your agency's participation, attendance, and status of good standing. (Attachment 8)

#### Fiscal sustainability of program

1. If **state** funding were decreased how would this transit system maintain its current level of operating? What services would be eliminated? Be specific.

During the Sedgwick County budget session, Department on Aging would propose a supplemental request for mill levy funds to cover potential amount lost in order to continue the program at current levels. In the event this process is not approved due to lack of funds and sheer number of other supplemental requests to be filled, the agency would be forced to scale back service and stay within its budget allocation from county funds as the program could not maintain the same level of operations. We would do our best to assist individuals with finding alternative transportation; however, private transportation alternatives are costly and may not be affordable and volunteer transportation programs may not be available.

**Authorized officials must have a letter approving their ability to sign on behalf of their agency. The authorization letter must be signed by an agency CEO, president, or director and attached to the back of this application. (Attachment 10)**

**Assurance of Fiscal and Managerial Capacity**

I certify that based on my experience and with a review of the organization records that the organization has the requisite fiscal and managerial capability to carry out the project.

\_\_\_\_\_ Date \_\_\_\_\_

James H. Howell, Chair, Fifth District, Sedgwick County Board of Commissioners

**MAINTENANCE CERTIFICATION**

James H. Howell \_\_\_\_\_ certifies that vehicles purchased under Section 5310 will be maintained in accordance with detailed maintenance and inspection schedule provided by the manufacturer.

\_\_\_\_\_ Date \_\_\_\_\_

Jim Howell, Chair, Fifth District, Sedgwick County Board of Commissioners

Vehicles maintained by Sedgwick County Fleet at a high standard with tracking of all scheduled maintenance and regular reviews of SCT fleet for road worthiness.

### 3. ASSURANCE OF COMPLIANCE WITH TITLE VI (of the Civil Rights Act of 1964) CERTIFICATION:

Name of Organization: Sedgwick County

HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964 (P.L. 88-352) and all requirements imposed by the U.S. Department of Transportation, to the end that, in accordance with Title VI of the Act, no person in the United States shall, on the grounds of race, color, sex or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the Recipient receives Federal financial assistance from the Department under Federal Transit Administration Act programs; and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement.

If any real property or structure thereon is provided or improved with the aid of Federal financial assistance extended to the Recipient by the Department under Federal Transit Administration programs, this assurance shall obligate the Recipient, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is so provided this assurance shall obligate the Recipient for the period during which it retains ownership or possession of the property. In all other cases, this assurance shall obligate the Recipient for the period during which the Federal financial assistance is extended to it by the Department under Federal Transit Administration programs.

THIS ASSURANCE is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other Federal financial assistance extended after the date hereof to the Recipient by the Department under Federal Transit Administration programs. The Recipient recognizes and agrees that such Federal financial assistance will be extended in reliance on the representatives and agreements made in this assurance, and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the Recipient, its successors, transferees, and assignees. The person or persons whose signatures appear below are authorized to sign this assurance on behalf of the Recipient.

Signed by \_\_\_\_\_

James H. Howell, Chair, Fifth District,  
Sedgwick County Board of Commissioners

Date \_\_\_\_\_

**(To be completed and signed by each agency—no exceptions)**

## **CERTIFICATIONS AND ASSURANCES FOR FTA ASSISTANCE**

**Name of Transportation Provider Agency (hereafter referred to as Applicant):**

Sedgwick County

**The Applicant assures compliance with the following regulations:**

### **I. Certifications and Assurances Required of each Applicant**

**A. Standard Assurances:** The Applicant assures that it will comply with all applicable Federal statutes, regulations, executive orders, Federal Transit Administration (FTA) circulars, and other Federal requirements in carrying out any project supported by an FTA grant or cooperative agreement.

**B. Intergovernmental Review Assurance:** The Applicant assures that its application for FTA assistance has been forwarded to the Kansas Dept. of Transportation.

**C. Nondiscrimination Assurance:** No person on the basis of race, color, religion, national origin or ancestry, sex, or age will be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination in any program or activity (particularly in the level and quality of transportation services and transportation-related benefits) for which the Applicant receives Federal assistance awarded by the FTA.

**D. Assurance of Nondiscrimination on the Basis of Disability:** No otherwise qualified person with a disability shall be, solely by reason of that disability, excluded from participation in, denied the benefits of, or otherwise subjected to discrimination in any program or activity receiving or benefiting from Federal assistance administered by the FTA.

**E. Procurement Compliance:** The Applicant certifies that its procurements and procurement system will comply with all applicable requirements imposed by Federal laws, executive orders, regulations, and the requirements of FTA Circular 4220.1E "Third Party Contracting Requirements".

**F. Certifications and Assurances Required by the U.S. OMB:** The Applicant certifies that it has the legal authority to apply for Federal assistance and has the institutional, managerial, and financial capability (including the funds sufficient to pay the local share of project cost) to ensure proper planning, management, and



completion of the project described in its grant application. The Applicant will give FTA, the Comptroller General of the United States, and the Kansas Dept. of Transportation, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant award.

#### **G. Lobbying Certification**

Each Applicant that submits an application for Federal assistance exceeding \$100,000, hereby certifies that no Federal appropriated funds have been or will be paid, by or on behalf of the Applicant, to any person to influence or to attempt to influence an officer or employee of any Federal agency a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress regarding the award of Federal assistance, or the extension, continuation, renewal, amendment, or modification of any Federal assistance agreement.

#### **H. Public Hearing Certification for Major Projects with Substantial Impacts**

An Applicant seeking Federal assistance for a capital project authorized by 49 U.S.C. Chapter 53 (except Urbanized Area Formula Program assistance), that will substantially affect a community or its transit service must provide an adequate opportunity for a public hearing with adequate prior notice of the proposed project published in a newspaper of general circulation in the geographic area to be served.

#### **I. Certification for the Acquisition of Rolling Stock**

The Applicant will conduct or cause to be conducted the requisite pre-award and post-delivery reviews, and will maintain on file the certifications required by 49 CFR Part 663, subparts B, C, and D.

#### **J. Bus Testing Certification**

The Applicant certifies that before expending any Federal assistance to acquire the first bus of any new bus model or any bus model with a new major change in configuration or components, or before authorizing final acceptance of that bus:

- a. The model of the bus will have been tested at a bus testing facility approved by FTA.
- b. It will have received a copy of the test report prepared on the bus model.

#### **K. Charter Service Agreement**

The Applicant agrees that it and its recipients will provide charter service that uses equipment or facilities acquired with Federal assistance authorized for 49 U.S.C. 5307, 5309, or 5311 or Title 23 U.S.C., only to the extent that there are no private

charter service operators willing and able to provide the charter service that it or its recipients desire to provide.

**L. School Transportation Agreement**

The Applicant agrees that it and all of its recipients will engage in school transportation operations in competition with private school transportation operators only to the extent permitted by an exception provided by 49 U.S.C. 5323(f).

**M. Interest or Other Financing Costs**

The Applicant certifies that it will not seek reimbursement for interest and other financing costs unless its records demonstrate it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.

**N. Debarment, Suspension, Ineligible or Voluntary Exclusion**

In order to ensure that federal transit funds are not awarded to transit providers that have been debarred, suspended, ineligible, or voluntarily excluded from participation in federal aid, special debarment and suspension certification is required of all sub-recipients and contractors receiving funds in excess of \$100,000, which is included in the application packet. KDOT will review the applications for certificates of assurance and offer technical assistance for agencies concerned about debarment and suspension. KDOT will keep debarment and suspension certificates of assurance on file for all 5310, 5311/5339, 5316, and 5317 sub-recipients. KDOT also requires an annual certification from sub-recipients. KDOT will continually check for sub-recipient compliance. KDOT requires that lower-tier sub-recipients (recipients receiving less than \$100,000) also comply with debarment and suspension terms, requiring signed certification from contractors in contractual agreements. KDOT will check the Excluded Parties Listing System (<http://www.epls.gov>) to make sure that none of the vendors are on the excluded listing. They will print screen a copy of each search and keep it in the file for documentation.

Date: \_\_\_\_\_

James H. Howell, Chair, Fifth District,  
Sedgwick County Board of Commissioners

Authorized officials must have a letter approving their ability to sign on behalf of their agency. The authorization letter must be signed by an agency CEO, president, or director and attached to the back of this application.

### **Application Verification**

Sedgwick County Declares that the statements in the  
(Legal Name of Applicant)

Foregoing application are true and correct.

I certify I have read and agree to meet all grant program compliance guidelines as required in the KDOT Office of Public Transportation policies.

Signed by: \_\_\_\_\_  
James H. Howell, Chair, Fifth District,  
Sedgwick County Board of Commissioners

\_\_\_\_\_  
(Date)

## Emergency Planning/After Hours Contact & Vehicle Inventory

### After Hours Contact

Contact Person #1: Kandace Bonnesen

Home Phone #: 316-833-0293

Cell Phone #: 316-833-0293 Fax Number: 316-660-1936

Personal E-mail: mamason70@gmail.com

Does the cell phone have text message capabilities? Yes

Contact Person #2: Craig Perbeck

Home Phone #: 316-648-0267

Cell Phone #: 316-648-0267 Fax Number: 316-660-1936

Personal E-mail: craigep1962@hotmail.com

Does the cell phone have text message capabilities? Yes

Total Number of KDOT vehicles which are available for use during an emergency?

Lift/Ramp Equipped: 2

Non Lift/Ramp Equipped:

Total Number of Agency vehicles which are available for use during an emergency?

Lift/Ramp Equipped: 2

Non Lift/Ramp Equipped: 2

Where are the vehicles housed?

1021 Stillwell, Wichita, KS 67213,  
Sedgwick County Fleet Management fenced and gated lot with 24 hour  
surveillance with security patrol.

Where are the vehicle keys located and who has access to them?

Three sets of keys. One set is with the driver, one set is with Sedgwick County Fleet  
Management in a locked box and the Shop Foremen has access to them, and one set  
of keys is at the Sedgwick County Department on Aging office in a locked box that the  
Director of Mill Levy and Mobility and Transportation Operations Manager have access.

## Certification of Equivalent Services Form

Sedgwick County (name of agency)  
 certifies that its demand responsive service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered in individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to the following service characteristics:

### Must answer the following questions:

1. Does your agency have policies that allow persons with disabilities equivalent access to the transportation services? Yes.
2. Are all service requests documented? Yes.
3. Are all the reasons for trip denials documented? Yes.
4. Are denials incidental and rare? Yes.
5. Does the agency's policies and procedures ensure that the following equivalency standards are met:
  - Response time is the same? Yes.
  - Fares are the same? Yes.
  - Geographic area of service and days and hours are the same? Yes.
  - Availability of information is the same? Yes.
  - Reservations capability is the same? Yes.
  - Constraints on capacity or service availability are the same? Yes.
  - No restrictions or priorities are given based on trip purpose? Yes.

In accordance with 49 CFR37.777, public funded entities operating demand responsive systems which receive financial assistance under Sections 5310 or 5311 of the Federal Transit Act must file this certification with the Office of Public Transportation of – Kansas Department of Transportation. Such public entities receiving FTA funds under any other section of the Federal Transit Act must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing.

Name of Authorized Official (print or type): James H. Howell

Signature: \_\_\_\_\_

Title: Chair, Fifth District, Sedgwick County Board of Commissioners

Date: \_\_\_\_\_

## Certification of CTD Authority

### Certificate of Assignment of Authority To Coordinated Transit District

I hereby certify that my agency is a member of the Coordinated Transit District #9 whose address is 2622 West Central Avenue, Suite 500, Wichita, Kansas 67203. As the duly authorized representative of my agency, I give the authority to the CTD Chairperson to act as our agent to represent our Coordinated Transit District in all operations transaction matters, such as signing the legal agreements between our Coordinated Transit District and the Kansas Department of Transportation.

I acknowledge that this certificate is to be furnished to the Coordinated Transit District and the Kansas Department of Transportation in connection with the above referenced legal agreements, and is subject to applicable State and Federal laws, both criminal and civil.

Agency Name: Sedgwick County

Signature of Agency's Authorized Representative:

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Printed Name of Agency's Authorized Representative:

James H. Howell,  
Chair, Fifth District,  
Sedgewick County Board of County Commissioners

Date: \_\_\_\_\_

**Certification of Authority to Kansas Coordinated Transit District Council**

I hereby certify that I am a member of CTD# 9 and I give the authority to the KCTDC Chairperson to represent the KCTDC in all vehicle procurement matters.

I acknowledge that this Certificate is to be furnished to the above referenced agency in connection with the vehicle purchase agreements, and is subject to applicable State and Federal laws, both criminal and civil.

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
James H. Howell,  
Chair, Fifth District,  
Sedgwick County Board of Commissioners

## Lobbying Certification

### Certification -- Federal Funds -- Lobbying Required Contract Provision

#### Definitions

1. **Designated Entity:** An officer or employee of any agency, a Member of Congress or any state legislature, an officer or employee of Congress or any state legislature, or an employee of a Member of Congress or any state legislature
2. **Federal Grant:** An award of financial assistance by the Federal government (Federal Aid Highway Program is considered a grant program)
3. **Influencing (or attempt):** Making, with the intent to influence, any communication to or appearance before any designated entity in connection with the making of any Federal grant
4. **Person:** An individual, corporation, company, association, authority, firm, partnership, society, state or local government
5. **Recipient:** All contractors, subcontractors or subgrantees, at any tier, of the recipient of fund received in connection with a Federal grant.

#### Explanation

As of December 23, 1989, Title 31 U.S.C. (new) Section 1352 limits the use of appropriated Federal funds to influence Federal contracting. Under this new section no appropriated funds may be used by the recipient of a Federal grant to pay any person to influence or attempt to influence a designated entity in connection with the naming of a Federal grant or the extension, renewal, amendment or modification of any grant. These restrictions apply to grants in excess of \$100,000.00. Submission of this Certification is required for participation in this Project by Federal Law. For each failure to file, a civil penalty of not less than \$10,000.00 and not more than \$100,000.00 may be imposed.

**Note:** If funds other than appropriated Federal funds have or will be paid to influence or attempt to influence a designated entity it must be reported. If required, the reporting shall be made on KDOT Form No. 401, "Disclosure of Lobbying Activities", in accordance with its instructions. KDOT Form No. 401 is available through the Bureau of Design.



**THE ABOVE DEFINITIONS, EXPLANATION AND NOTE ARE ADOPTED AND INCORPORATED BY REFERENCE IN THIS CERTIFICATION FOR ALL PURPOSES THE SAME AS IF SET OUT IN FULL IN IT.**

The maker of this Certification states that it has been signed on the maker's behalf or, if on behalf of some other person, that the maker is vested with legal right and authority to bind and obligate the other person in the making of this Certification submitted in regard to this Agreement.

The maker certifies that: No Federal appropriated funds have been paid or will be paid by or on behalf of the maker, to any person, for influencing or attempting to influence any designated person in connection with the awarding of any Federal grant or the extension, continuation, renewal, amendment or modification of any Federal grant.

In the event that the maker subcontracts work in this Agreement, the maker will provide to and require the signing of this Certification by the subcontractor, and shall keep and maintain the original signed form as part of the contract with the subcontractor.

The maker understands that this Certification is a material representation of fact upon which reliance was placed as part of this transaction.

_____	_____ Sedgwick County _____
(Date)	(Agency Name)

By: \_\_\_\_\_  
James H. Howell,  
Chair, Fifth District,  
Sedgwick County Board of Commissioners

**(Section 5311/5339 Only)**

Complete the following other equipment inventory sheet. Please fill in all the blanks for each equipment item as completely and accurately as possible. **The list should include all radios or MDTs that were purchased for your agency by KDOT.** If more space is needed copy the form. You must use this inventory sheet; you may not use one your agency has created.

No other equipment for the SCT fleet purchased by KDOT

[illegible]

These items are Required IF APPLICABLE TO YOUR PROGRAM. Please note that not all programs/not all providers will be required to provide these items.

You will need these items to create your project in Black Cat.

- ☐ Capital assistance budget, if applicable
- ☒ Operating assistance budget, if applicable (entered)
- ☒ Administrative assistance budget, if 5311 (entered)
- ☒ Auditor's report (mailed 10/11/16)
- ☐ Articles of Incorporation/Letter of good standing from the Secretary of State (N/A)
- ☒ Last year's transportation budget (Attachment 7)
- ☐ Letter to the MPO (if in an MPO area, and only if requesting capital)
- ☒ Letter of good standing from CTD administration (Attachment 8)
- ☒ Letter of Authority (Attachment 10)
- ☒ Current Letters of Support from local unit(s) of government (input requested, letters attached) (Attachment 5)
- ☒ Copy of public notice (required for capital requests only) (Attachment 9)
- ☒ Letters or Certifications for all sources of local match (capital/operating) (Attachment 6)
- ☒ Listing of RTAP training for all drivers, including volunteers (listed in grant application)
- ☒ Vehicle Preventative Maintenance Plan (Attachment 13)
- ☒ Vehicle maintenance log(s) and annual inspection reports (Attachment 14 a – d)
- ☐ Maintenance Facility Plan
- ☐ Maintenance facility monthly/annual inspection plan and log
- ☒ Copies of all service contracts (Attachment 3)
- ☒ Copies of all ride contracts/taxi subsidy program contracts (Attachment 3)

Please ensure that the following information and documents are a part of your application (as applicable to your program):

- ☐ All signature forms have been signed by appropriate parties
- ☐ Articles of incorporation or a current letter of good standing by Secretary of State
- ☐ Map of service area
- ☐ Last year's transportation budget showing all funding sources (not the KDOT Budget Sheet)
- ☐ Letter to the MPO (if in urbanized area, and only if requesting capital)
- ☐ Letter of good standing from your CTD Administrator
- ☐ Letter of authority for authorized signature if the authorized signature is different than the CEO, president or director of the agency
- ☐ Current letters of support from local units of government
- ☐ **Copy of public notice (required for capital requests only)**
- ☐ Letters or certifications for **ALL** sources of local match (capital/operating)
- ☐ Listing of RTAP training for all drivers, including volunteers
- ☐ Any other attachments, as called out in your application

- [Project Overview](#)
- [Project Details](#)
- [Funding Request](#)
- [Documents](#)

## Funding

### Project Information

#### Sedgwick County Dept. on Aging : Project Administration (for Agency)

UPIN: BCG0000788

Status: In Development

Created by Craig Perbeck on 10/11/2016 01:51 PM

Last Modified by Craig Perbeck on 10/11/2016 01:51 PM

### Request Summary

Year: 2018

Requested: \$60,049.00

Status: Not Submitted

Allocated: \$0.00

Encumbered: \$0.00

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### Funding Request

Line Item Name	Request Amount
<b>Expense</b>	
Transit Manager's Time	\$41,244.00
Office Supplies	\$300.00
Copies	
Postage	
Other not specified*	\$18,505.00
*Details MUST be included on separate sheet	
See Attachment 12 - Program Director, Pre Employment Drug Testing, Legal Notices, Fleet Maintenance Dept. Admin Cha	
<b>Total Expenses</b>	\$60,049.00
<b>Total Revenue</b>	\$0.00
<b>Total Request</b>	\$60,049.00

- [Project Overview](#)
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- [Funding Request](#)
- [Documents](#)

## Funding

### Project Information

#### Sedgwick County Dept. on Aging : Operating (Federal Share 50%)

**UPIN:** BCG0000786

**Status:** In Development

*Created by Craig Perbeck on 10/11/2016 01:34 PM*

*Last Modified by Craig Perbeck on 10/11/2016 01:34 PM*

### Request Summary

**Year:** 2018

**Status:** Not Submitted

**Requested:** \$256,594.00

**Allocated:** \$0.00

**Encumbered:** \$0.00

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### Funding Request

Line Item Name	Request Amount
<b>Expense</b>	
Vehicle Insurance	\$0.00
Sedgwick County self insured, Risk Management information provided in grant application	
Advertising	\$2,508.00
Driver	\$154,835.00
3 FT at 142575.00 and 1 PT at 12260.00	
Dispatcher	\$42,406.00
1 FT at 33584.00 and 1 PT at 8822.00	
Fuel	\$16,800.00
Maintenance, Repair, Lube, Parts, Labor	\$9,000.00
Storage (Paid)	\$0.00
Contract Services	\$35,000.00
Contracts attached to grant applicaion	
Communications/Phone Costs	\$2,040.00

Line Item Name	Request Amount
Other (Specify)	\$9,040.00
Dispatch Software 8900.00, Fire Ext Annual Maint. 40.00, Blood Borne Pathogen, First Aid, Securement Loops, ice scraper	
Licenses and Tags	\$50.00
KPTA Membership Dues	\$70.00
KPTA Annual Meeting Expenses	\$2,000.00
RTAP Driver Training	\$360.00
RTAP Manager Training	\$210.00
KCC Registration Fee	\$0.00
Drivers Physical (as required by KCC/FMCSA regs.)	\$275.00
<b>Revenue</b>	
Project Income	\$18,000.00
<b>Total Expenses</b>	<b>\$274,594.00</b>
<b>Total Revenue</b>	<b>\$18,000.00</b>
<b>Total Request</b>	<b>\$256,594.00</b>