

Assurance of Grant Capability

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

For over 30 years, Sedgwick County Department on Aging (SCDOA) has managed federal, state and local grants for aging and disability services. Currently, the department issues over 140 grants and contracts to various vendors that total \$7 million. SCDOA experience with grants for transportation has included awards from: Federal Transit Administration (FTA), Kansas Department of Transportation (KDOT), State of Kansas Medicaid, Administration on Aging, Kansas Council on Developmental Disabilities, U.S. Department of Housing & Urban Development, and the Older Americans Act (OAA). 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.
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.

4. Program is 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. If you are a City, County, or Local Government Unit or Department of Transportation, has your agency confirmed that no non-profits are available in your service area?

X Yes _____ No

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.

Sedgwick County Transportation (SCT) was the Central Plains CTD #12 Administrator from 1994 - 2015. 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.

CTD #12 was dissolved in 2015 and SCT became the Region 9 CTD Administrator named South Central Kansas Coordinated Transit Council, providing similar functions as when Administrator for CTD #12. With the automation of ridership and billing information SCT continues to act as the administrator for payments to members of CTD 9. SCT provides annual reviews of each 5311 CTD 9 member that receives federal pass through dollars that are disperse by Sedgwick County.

SCT attendance to date has been 100% of regularly scheduled meetings.

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.

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.

Sedgwick County certifies that it will provide the level of necessary funding to match the Federal dollars if awarded not taking into account assistance from the State. State assistance helps provide more services and extended use of transportation allowable costs. Should award be less than the request, SCT will review direction of service, placing coordinating projects on hold and not expanding services in order to stay within its budget, maintaining current levels of operation. 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.

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 _____

David Unruh, Chairman
Sedgwick County Board of County Commissioners
First District

MAINTENANCE CERTIFICATION

David Unruh certifies that vehicles purchased will be maintained in accordance with detailed maintenance and inspection schedule provided by the manufacturer.

_____ Date _____

David Unruh, Chairman
Sedgwick County Board of Commissioners
First District

* 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 _____

David Unruh, Chairman

Sedgwick County Board of County Commissioners, First District

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 (Fill in agency name)

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: _____

David Unruh, Chairman
Sedgwick County Board of County Commissioners
First District

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

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

Foregoing application are true and correct.

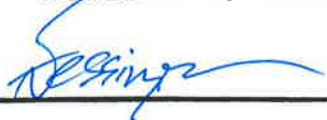
I certify I have read and agree to meet all grant program compliance guidelines as required in the KDOT Office of Public Transportation policies.

Signed by:

David Unruh, Chairman
Sedgwick County Board of County Commissioners
First District

(Date)

APPROVED AS TO FORM:



Emergency Planning/After Hours Contact & Vehicle Inventory

After Hours Contact

Contact Person #1: Kandace Bonnesen

Home Phone #: N/A

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

Personal E-mail: kbonnese@gmail.com

Does the cell phone have text message capabilities? Yes

Contact Person #2: Dorsha Kirksey

Home Phone #: N/A

Cell Phone #: 316-871-8959 Fax Number: 316-660-1936

Personal E-mail: dlkirksey1@gmail.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: 0

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

Lift/Ramp Equipped: 2

Non Lift/Ramp Equipped: 0

Where are the vehicles housed?

Sedgwick County Fleet Management Lot

1021 Stillwell, Wichita, KS 67213

Lot is gated with 24 hour surveillance and security patrol

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

Three sets of keys exist for each vehicle. 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 - Transportation office in a locked box that the Transit Manager has access.

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.

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 W Central Ave., Suite 500, Wichita, KS 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:

Printed Name of Agency's Authorized Representative:

David Unruh, Chairman
Sedgwick County Board of County Commissioners
First District

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)

David Unruh, Chairman
Sedgwick County Board of Commissioners, 1st District

Certification of Equivalent Services Form

Sedgwick County 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): David Unruh

Signature: _____

Title: Chairman, Sedgwick County Board of Commissioners, First District

Date: _____

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.

(Date)

Sedgwick County
(Agency Name)

By: _____

David Unruh, Chairman

Sedgwick County Board of Commissioners, First District

APPROVED AS TO FORM: