



## NOTICE OF MEETING OF THE CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)

**Day:** Wednesday  
**Date:** April 12, 2023  
**Time:** 4:30 pm  
**Location:** Community Center, Robert “Bob” Crowell Board Room  
851 East William Street  
Carson City, Nevada

### AGENDA

#### NOTICE TO PUBLIC:

Members of the public who wish to view the meeting may watch the livestream of the CAMPO meeting at [www.carson.org/granicus](http://www.carson.org/granicus) and by clicking on “In progress” next to the meeting date, or by tuning in to cable channel 191. Livestream of the meeting is provided solely as a courtesy and convenience to the public. Carson City does not give any assurance or guarantee that the livestream or cable channel access will be reliable. Although all reasonable efforts will be made to provide livestream, unanticipated technical difficulties beyond the control of City staff may delay, interrupt, or render unavailable continuous livestream capability.

The public may provide public comment in advance of a meeting by written submission to the following email address: [cmartinovich@carson.org](mailto:cmartinovich@carson.org). For inclusion or reference in the minutes of the meeting, your public comment must include your full name and be submitted via email by not later than 3:00 p.m. the day before the meeting. Public comment during a meeting is limited to three minutes for each speaker.

1. **Call to Order – Carson Area Metropolitan Planning Organization (CAMPO)**
2. **Roll Call**
3. **Public Comment:\*\***  
The public is invited at this time to comment on and discuss any topic that is relevant to, or within the authority of this public body.
4. **For Possible Action: Approval of Minutes – March 8, 2023**
5. **Public Meeting Item(s):**  
  
5-A For Possible Action – Discussion and possible action regarding (1) a Cooperative Agreement (“Agreement”) with the Nevada Department of Transportation (“NDOT”) to provide \$100,000 in federal State Planning and Research (“SPR”) funds to pursue the first phase of the US 50 East Carson Complete Streets Study (“Project”), which has an estimated cost of \$150,000; and (2) authorizing the Transportation Manager to sign the Agreement, as well as future amendments to the

Agreement to extend the time for performance or to approve funding changes not to exceed 10% of the present Agreement amount.

Staff Summary: The Agreement provides funding for the Project and miscellaneous corridor planning activities by utilizing SPR funds from the federal government. The Project will identify, evaluate, and recommend potential safety and multimodal (vehicular, transit, pedestrian, and bicycle) transportation improvements along US 50 between Interstate 580 and Highlands Drive. The Agreement does not require a local match, but the Project cost is currently estimated to be \$150,000. CAMPO staff plan to propose an amendment to the Unified Planning Work Program (“UPWP”) that commits \$50,000 toward the Project to cover that difference.

5-B For Possible Action – Discussion and possible action regarding applications for the distribution of \$381,999 in available Federal Transit Administration (“FTA”) Section 5310 Program funds to (1) the Carson City Regional Transportation Commission (“RTC”) for \$381,999 in capitalized operating expenses for the Jump Around Carson (“JAC”) Assist ADA Paratransit program, and/or (2) Douglas County to use up to \$85,000 to purchase an ADA accessible transport van for the Douglas Area Rural Transit (“DART”) program.

Staff Summary: The Carson Area Metropolitan Planning Organization (“CAMPO”) received two grant applications for \$381,999 in available FTA Section 5310 funds. One application was received from the RTC seeking \$205,789 for Federal Fiscal Year (“FFY”) 2022 and \$176,210 for FFY 2023, for a total request of \$381,999, to help offset capitalized operating expenses for the JAC Assist ADA Paratransit program. The second application was received from Douglas County requesting \$85,000 in funding for the purchase of an ADA accessible transport van for its DART program.

## 6. Non-Action Items:

6-A Transportation Manager’s Report

6-B Other comments and reports, which could include:

- Future agenda items
- Status review of additional projects
- Internal communications and administrative matters
- Correspondence to CAMPO
- Additional status reports and comments from CAMPO
- Additional staff comments and status reports

## 7. Public Comment:\*\*

The public is invited at this time to comment on any matter that is not specifically included on the agenda as an action item. No action may be taken on a matter raised under this item of the agenda.

## 8. For Possible Action: To Adjourn

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\*\*PUBLIC COMMENT LIMITATIONS – The CAMPO will provide at least two public comment periods in compliance with the minimum requirements of the Open Meeting Law prior to adjournment. No action may be taken on a matter raised under public comment unless the item has been specifically included on the agenda as an item upon which action may be taken. **Public comment will be limited to three minutes per speaker to facilitate the efficient conduct of a meeting and to provide reasonable opportunity for comment from all members of the public who wish to speak.** Testimony from a person who is directly involved with an item, such as City staff, an applicant or a party to an administrative hearing or appeal, is not considered public comment and would not be subject to a three-minute time limitation.

Agenda Management Notice - Items on the agenda may be taken out of order; the public body may combine two or more agenda items for consideration; and the public body may remove an item from the agenda or delay discussion relating to an item on the agenda at any time.

Titles of agenda items are intended to identify specific matters. If you desire detailed information concerning any subject matter itemized within this agenda, including copies of the supporting material regarding any of the items listed on the agenda, please contact Christopher Martinovich, Transportation Manager, in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at [cmartinovich@carson.org](mailto:cmartinovich@carson.org), or by phone at (775) 887-2355. You are encouraged to attend this meeting and participate by commenting on any agenda item.

Notice to persons with disabilities: Members of the public who are disabled and require special assistance or accommodations at the meeting are requested to notify CAMPO staff in writing at 3505 Butti Way, Carson City, Nevada, 89701 or at [cmartinovich@carson.org](mailto:cmartinovich@carson.org), or by calling Christopher Martinovich at (775) 887-2355 at least 24 hours in advance of the meeting.

This agenda and backup information are available on the City's website at [www.carson.org/agendas](http://www.carson.org/agendas) and at the office for Carson City Public Works - 3505 Butti Way, Carson City, Nevada, 89701 (775) 887-2355.

This notice has been posted at the following locations:

Carson City Public Works, 3505 Butti Way  
Community Center, 851 East William Street  
City Hall, 201 North Carson Street  
Carson City Library, 900 North Roop Street  
Community Development Permit Center, 108 East Proctor Street  
Douglas County Executive Offices, 1594 Esmeralda Avenue, Minden  
Lyon County Manager's Office, 27 South Main Street, Yerington  
Lyon County Utilities, 34 Lakes Blvd, Dayton  
Nevada Department of Transportation, 1263 S. Stewart Street, Carson City  
[www.carson.org/agendas](http://www.carson.org/agendas)  
<http://notice.nv.gov>

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**CARSON AREA METROPOLITAN PLANNING ORGANIZATION**  
**Minutes of the March 8, 2023 Meeting**  
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**DRAFT**

A regular meeting of the Carson Area Metropolitan Planning Organization (CAMPO) was scheduled for 4:30 p.m. on Wednesday, March 8, 2023, in the Community Center, Robert “Bob” Crowell Boardroom, 851 East William Street, Carson City, Nevada.

**PRESENT:** Chairperson Lori Bagwell  
Vice Chairperson Gregory Novak  
Member Robert “Jim” Dodson  
Member Jon Erb  
Member Lucia Maloney  
Member Lisa Schuette

**STAFF:** Chris Martinovich, Transportation Manager  
Adam Tully, Deputy District Attorney  
Bryan Byrne, Traffic Engineer  
Kelly Norman, Transportation Planner/Analyst  
Scott Bohemier, Transportation Planner  
Rebecca Bustos, Grant Analyst  
Danielle Howard, Deputy Clerk  
Minutes by: Tamar Warren, Senior Deputy Clerk

**NOTE:** A recording of these proceedings, the CAMPO’s agenda materials, and any written comments or documentation provided to the Clerk during the meeting are part of the public record. These materials are available for review in the Clerk’s Office during regular business hours.

**1. CALL TO ORDER – CARSON AREA METROPOLITAN PLANNING ORGANIZATION (CAMPO)**

(4:30:18) – Chairperson Bagwell called the meeting to order at 4:30 p.m.

**2. ROLL CALL**

(4:30:26) – Roll was called, and a quorum was present.

**3. PUBLIC COMMENT**

(4:30:44) – Chairperson Bagwell entertained public comments; however, none were forthcoming.

**4. FOR POSSIBLE ACTION: APPROVAL OF MINUTES – FEBRUARY 8, 2023**

(4:30:58) – Chairperson Bagwell introduced the item and entertained corrections, comments, or a motion.

**(4:31:12) – Member Maloney moved to approve the minutes of the CAMPO February 8, 2023 meeting as presented. The motion was seconded by Member Dodson and carried 6-0-0.**

**CARSON AREA METROPOLITAN PLANNING ORGANIZATION**

**Minutes of the March 8, 2023 Meeting**

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**DRAFT**

**5. PUBLIC MEETING ITEM(S):**

**5-A FOR DISCUSSION ONLY – DISCUSSION AND PRESENTATION REGARDING AN UPDATE TO CAMPO’S PUBLIC PARTICIPATION PLAN (“PPP”).**

(4:31:40) – Chairperson Bagwell introduced the item. Ms. Norman reviewed the Staff Report and the accompanying *Public Participation Plan Outreach and Research Progress* PowerPoint presentation which included the public survey questions, both of which are incorporated into the record. She also responded to clarifying questions. Chairperson Bagwell inquired about the extended reach via social media and wished to ensure the comments were from and germane to actual Carson City residents. Ms. Norman believed that input from those visiting Carson City would be relevant; however, Chair Bagwell advised Staff to find a mechanism to apply context to those comments. She also recommended adding a question to understand whether survey respondents worked in the respective metropolitan planning organizations (MPOs). Additionally, the Chair suggested having the survey sent to the Carson City Chamber of Commerce members. Supervisor Schuette believed that some external suggestions may be beneficial; however, she understood the weight given to the residents. She also believed that the “why or what” intentions of the survey should be clarified for the respondents.

(4:49:30) – Member Maloney recommended informing the public that meaningful public input was important during the design phases of projects and believed that CAMPO could serve as a vehicle for that should smaller MPOs be unable to provide that opportunity. Vice Chair Novak was informed that the public survey would be translated into Spanish. Chairperson Bagwell entertained public comments; however, none were forthcoming. This item was not agendized for action.

**5-B FOR POSSIBLE ACTION – DISCUSSION AND POSSIBLE ACTION REGARDING THE SUBMISSION OF A 2023 TRANSPORTATION ALTERNATIVES PROGRAM (“TAP”) GRANT APPLICATION TO THE NEVADA DEPARTMENT OF TRANSPORTATION (“NDOT”) FOR \$180,000, SUBJECT TO A 5% LOCAL MATCH TOTALING \$9,000, TO COMPLETE PHASE 2 OF THE US 50 EAST CARSON COMPLETE STREETS CORRIDOR STUDY (“PROJECT”).**

(4:53:10) – Chairperson Bagwell introduced the item. Ms. Norman reviewed the Staff Report to request \$171,000 in Transportation Alternatives Program (TAP) grant funding, with a 5 percent local match of \$9,000, for a Project total of \$180,000 for the completion of Phase 2 of a corridor study along US Highway 50 between I-580 in Carson City and Highlands Drive in Lyon County by analyzing complete streets elements, including pedestrian, bicyclist, cultural, historic, landscape, aesthetic, freight, and environmental considerations. Mr. Martinovich confirmed that the local match would be funded by the Carson City Complete Streets fund with Lyon County providing the match (\$720) for its portion of the Project. Member Dodson was informed that should the grant not get approved, Staff would do as much as they can with the available funding in Phase 1. There were no other comments; therefore, Chair Bagwell entertained a motion. Ms. Norman noted that the project rankings would be announced by the Nevada Department of Transportation (NDOT) by June 23, 2023. There were no additional comments; therefore, Chairperson Bagwell entertained a motion.

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**DRAFT**

**(5:00:06) – Member Schuette moved to approve the submission of the grant application as presented. The motion was seconded by Vice Chair Novak and carried 6-0-0.**

**6. NON-ACTION ITEMS**

**6-A TRANSPORTATION MANAGER’S REPORT**

(5:00:47) – Mr. Martinovich updated the CAMPO Board on legislative activities and noted that Staff would be following AB184 and coordinating with the City Manager’s Office and NDOT. He also explained that they were assessing and strategizing on how to best leverage all available federal grant opportunities.

**6-B OTHER COMMENTS AND REPORTS, WHICH COULD INCLUDE:**

- **FUTURE AGENDA ITEMS**
- **STATUS REVIEW OF ADDITIONAL PROJECTS**
- **INTERNAL COMMUNICATIONS AND ADMINISTRATIVE MATTERS**
- **CORRESPONDENCE TO CAMPO**
- **ADDITIONAL STATUS REPORTS AND COMMENTS FROM CAMPO**

(5:04:30) – Vice Chair Novak stated that he had viewed the Washoe County and Clark County MPO presentations to the Nevada legislature regarding transit funding; however, he believed no presentations by CAMPO would be necessary.

- **ADDITIONAL STAFF COMMENTS AND STATUS REPORTS**

**7. PUBLIC COMMENT**

(5:04:54) – Chairperson Bagwell entertained final public comments; however, none were forthcoming.

**8. FOR POSSIBLE ACTION: TO ADJOURN**

(5:05:00) – Chairperson Bagwell adjourned the meeting at 5:05 p.m.

The Minutes of the March 8, 2023 Carson Area Metropolitan Planning Organization meeting are so approved on this 12<sup>th</sup> day of April, 2023.

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## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** April 12, 2023

**Staff Contact:** Kelly Norman, Transportation Planner

**Agenda Title: For Possible Action** – Discussion and possible action regarding (1) a Cooperative Agreement (“Agreement”) with the Nevada Department of Transportation (“NDOT”) to provide \$100,000 in federal State Planning and Research (“SPR”) funds to pursue the first phase of the US 50 East Carson Complete Streets Study (“Project”), which has an estimated cost of \$150,000; and (2) authorizing the Transportation Manager to sign the Agreement, as well as future amendments to the Agreement to extend the time for performance or to approve funding changes not to exceed 10% of the present Agreement amount.

**Staff Summary:** The Agreement provides funding for the Project and miscellaneous corridor planning activities by utilizing SPR funds from the federal government. The Project will identify, evaluate, and recommend potential safety and multimodal (vehicular, transit, pedestrian, and bicycle) transportation improvements along US 50 between Interstate 580 and Highlands Drive. The Agreement does not require a local match, but the Project cost is currently estimated to be \$150,000. CAMPO staff plan to propose an amendment to the Unified Planning Work Program (“UPWP”) that commits \$50,000 toward the Project to cover that difference.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 5 minutes

### **Proposed Motion**

I move to approve the Agreement and to authorize the Transportation Manager to sign the Agreement as well as future amendments to the Agreement that extend the time for performance or approve funding changes not exceeding 10% of the present Agreement amount.

### **Background/Issues & Analysis**

The Project’s main goals are to review and update past corridor information, gather public outreach, conduct data collection, assess corridor operations, consider planning and environmental linkages, and assess future transit opportunities. The Project will result in the development of specific conceptual roadway enhancements, cost estimates for design and construction, and possible enhancement implementation schedules.

The total estimated cost of the Project is \$150,000. In addition to the \$100,000 in SPR funding through the Agreement, CAMPO staff plan to commit \$50,000 toward the Project through the UPWP. An amendment to the UPWP is planned for May 2023 to include the Project as part of Work Element 5.0, pending CAMPO Board approval.

In addition to this Agreement, Staff is pursuing a Transportation Alternatives Program (“TAP”) grant to complete Phase 2 of the Project. Submission of the TAP grant application was approved by the CAMPO Board on March 8, 2023.

**Applicable Statute, Code, Policy, Rule or Regulation**

23 CFR 420.101 *et esq.*; NRS 277.110

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number:

For revenues: CAMPO Fund, Federal Grants 2453081-431010

For expenses: CAMPO Fund, CAMPO Grants account / 2453028-501210

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: The total cost of the project is \$150,000. If the agreement is approved, NDOT would be providing \$100,000 in revenue to be deposited to the CAMPO Fund, Federal Grants account, 2453081-431010. CAMPO would be responsible for the remaining \$50,000, funded through the UPWP, Project number G302823001, CAMPO Fund, CAMPO Grants account, 2453028-501210. No local match is required for use of the SPR funds on this Project.

**Alternatives**

Do not approve the Agreement and provide alternative direction to staff.

**Supporting Material**

-Exhibit-1: Draft Cooperative Agreement No. P164-23-802

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

COOPERATIVE AGREEMENT

This Agreement is made and entered into on \_\_\_\_\_, by and between the State of Nevada, acting by and through its Department of Transportation, hereinafter called the "DEPARTMENT", and Carson Area Metropolitan Planning Organization, 3505 Butti Way, Carson City, Nevada 89701, hereinafter called the "ORGANIZATION".

WITNESSETH:

WHEREAS, a Cooperative Agreement is defined pursuant to Nevada Revised Statutes (NRS) 277.110 as an agreement between two or more public agencies for the joint exercise of powers, privileges, and authority; and

WHEREAS, pursuant to the provisions contained in Chapter 408 of the Nevada Revised Statutes, the Director of the DEPARTMENT may enter into those agreements necessary to carry out the provisions of the Chapter; and

WHEREAS, NRS 277.110 authorizes any two or more public agencies to enter into agreements for joint or cooperative action; and

WHEREAS, the parties to this Agreement are public agencies and authorized to enter into agreements in accordance with NRS 277.080 to 277.110, inclusive; and

WHEREAS, the purpose of this Agreement is to complete Phase 1 of the US 50 East Carson Complete Streets Study, from the interchange at Interstate 580 to Highlands Drive, hereinafter called the "PROJECT" and described in greater detail in Exhibit 1 to this Agreement; and

WHEREAS, this Agreement is not intended to govern future phases of the PROJECT shown in Exhibit 1; and

WHEREAS, the PROJECT will help inform future improvements that align with the DEPARTMENT's long-range goals as outlined within the One Nevada Transportation Plan; and

WHEREAS, the PROJECT has been approved for federal State Planning and Research ("SPR") funds, per Catalog of Federal Domestic Assistance (CFDA) Number 20.505; and

WHEREAS, the PROJECT services to be provided by the ORGANIZATION shall be of benefit to the DEPARTMENT, the ORGANIZATION, and to the people of the State of Nevada; and

WHEREAS, the parties hereto are willing and able to perform the services described herein; and

NOW, THEREFORE, in consideration of the premises and of the mutual covenants herein contained, it is agreed as follows:

ARTICLE I - ORGANIZATION AGREES

1. To provide the DEPARTMENT with recommendations in the form of a corridor study for PROJECT, from the interchange at Interstate 580 to Highlands Drive and provide

quarterly PROJECT updates for inclusion within the DEPARTMENT's SPR Program quarterly reports.

2. To bill the DEPARTMENT quarterly during the course of the PROJECT for actual PROJECT costs not to exceed One Hundred Thousand and No/100 Dollars (\$100,000). The ORGANIZATION shall provide supporting documentation to be audited to confirm that work performed conforms to DEPARTMENT and Federal Highway Administration ("FHWA") guidelines.

3. During the performance of this Agreement, the ORGANIZATION, for itself, its assignees, and successors in interest agrees as follows:

a. Compliance with Regulations: The ORGANIZATION shall comply with all of the regulations relative to nondiscrimination in federally-assisted programs of 49 CFR Part 21 as they may be amended from time to time (hereinafter "Regulations"), which are herein incorporated by reference and made a part of this Agreement.

b. Nondiscrimination: The ORGANIZATION, with regard to the professional services performed by it during the Agreement, shall not discriminate on the grounds of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability or national origin in the selection and retention of subcontractors, including procurement of materials and leases of equipment. The ORGANIZATION shall not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices, when this Agreement covers a program set forth in Appendix B of the Regulations.

c. Solicitations for Subcontracts, Including Procurement of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the ORGANIZATION for professional services or other procurements (including procurement of materials or leases of equipment) to be performed under a subcontract, each potential subcontractor or supplier shall be notified by the ORGANIZATION of the subcontractor's obligations under this Agreement and the Regulations relative to nondiscrimination on the grounds of race, color, religion, sex, sexual orientation, gender identity or expression, age, disability or national origin.

d. Information and Reports: The ORGANIZATION shall provide all information and reports required by the Regulations, or directives issued pursuant thereto, and shall permit access to its facilities as may be determined by the DEPARTMENT or the FHWA to be pertinent to ascertain compliance with such Regulations or directives. Where any information required of the ORGANIZATION is in the exclusive possession of another who fails or refuses to furnish this information, the ORGANIZATION shall so certify to the DEPARTMENT or the FHWA, as appropriate, and shall set forth what efforts it has made to obtain the information.

e. Sanctions for Noncompliance: In the event of the ORGANIZATION's noncompliance with the nondiscrimination provisions of this Agreement, the DEPARTMENT shall impose such Agreement sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:

1. Withholding of payments to the ORGANIZATION under this Agreement until the ORGANIZATION complies, and/or

2. Cancellation, termination or suspension of this Agreement, in whole or in part.

f. Agreements with subcontractors shall include provisions making all subcontractor records concerning the PROJECT available for audit by the DEPARTMENT and/or the FHWA.

g. Incorporation of Provisions: The ORGANIZATION shall include the provisions of Paragraphs (a) through (f) above in every subcontract, including procurement of materials and leases of equipment, unless exempt by Regulations, order, or instructions issued pursuant thereto. The ORGANIZATION shall take such action with respect to any subcontract or procurement as the DEPARTMENT or the FHWA may direct as a means of enforcing such provisions, including sanctions for non-compliance. In the event the ORGANIZATION becomes involved in, or is threatened with, litigation by a subcontractor or supplier as a result of such direction, the ORGANIZATION may request the DEPARTMENT to enter into such litigation to protect the interests of the DEPARTMENT, and the ORGANIZATION may request the United States to enter into such litigation to protect the interests of the United States.

## ARTICLE II - DEPARTMENT AGREES

1. To fund the PROJECT through the DEPARTMENT's SPR Program in an amount not to exceed One Hundred Thousand and No/100 Dollars (\$100,000).

## ARTICLE III - IT IS MUTUALLY AGREED

1. The term of this Agreement shall be from the date first written above through and including December 31, 2024.

2. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

3. In the event that the ORGANIZATION performs or causes to be performed any work after: (a) the Agreement's expiration date as set forth within this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the parties' governing bodies, prior to such expiration date; or (b) termination of this Agreement prior to the expiration date set forth within this Agreement; then the DEPARTMENT shall make no payment for work performed following the expiration or termination dates, and the ORGANIZATION shall forfeit any and all right to payment for such work.

4. Each party, on behalf of itself, its spouses, heirs, executors, administrators, successors, subrogees, servants, insurers, attorneys, independent representatives, personal representatives, agents, and assigns, does hereby waive, release, and forever discharge the other party, and each and every of their departments, divisions, agencies, officers, directors, agents, contractors, and employees, from any and all claims, demands, liens, liability, actions, causes of action, and suits for damages, at law and in equity, in any way connected with or arising from the provision of services and work performed following termination of this Agreement and/or following the expiration date of this Agreement, as it may be amended from time to time through written amendment signed by the parties hereto and approved by appropriate official action of the parties' governing bodies, prior to such expiration date.

5. This Agreement cannot be extended beyond the expiration date set forth within this Agreement or otherwise amended, unless such extension or amendment is set forth within a written amendment signed by the parties hereto and approved by appropriate official action of the parties' governing bodies. Neither party shall rely upon any oral or written representations expressed extrinsic to this Agreement purporting to alter or amend this Agreement without a written amendment approved by the parties' governing bodies, including, but not limited to, representations relating to the extension of the Agreement's expiration date.

6. Paragraphs 1 through 6 of this Article III shall survive the termination and expiration of this Agreement.

7. The ORGANIZATION shall not proceed with said work until the DEPARTMENT provides the ORGANIZATION with a copy of this fully executed Agreement. If the ORGANIZATION does commence said work prior to receiving a copy of this fully executed Agreement, the ORGANIZATION shall forfeit any and all right to reimbursement for that portion of the work performed prior to said dates.

8. Neither party shall rely on the terms of this Agreement before it is fully executed and approved by the parties' governing bodies; this includes but not limited to, any written or oral representations and warranties made by the other party or any of its agents, employees, or affiliates, or on any dates of performance, deadlines, or indemnities. In the event either party violates the provisions of this Section, it waives any and all claims and damages against the other party, its employees, agents and/or affiliates, including, but not limited to, monetary damages and/or any other available remedy at law or in equity.

8. This Agreement may be terminated by either party prior to the date set forth above, provided that a termination shall not be effective until thirty (30) calendar days after a party has served written notice upon the other party. This Agreement may be terminated by mutual consent of both parties or unilaterally by either party without cause. The parties expressly agree that this Agreement shall be terminated immediately if for any reason Federal and/or State Legislature funding needed to satisfy this Agreement is withdrawn, limited, or impaired.

9. All notices or other communications required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if delivered personally in hand, by telephonic facsimile or electronic mail with simultaneous regular mail, or mailed certified mail, return receipt requested, postage prepaid on the date posted, and addressed to the other party at the address set forth below:

FOR DEPARTMENT: Tracy Larkin Thomason, Director  
Attn: Kevin Verre, Chief, Multimodal Program  
Development  
Nevada Department of Transportation  
Division: Planning  
1263 South Stewart Street  
Carson City, Nevada 89712  
Phone: (775) 888-7712  
Fax: (775) 888-7207  
Email: kverre@dot.nv.gov

FOR ORGANIZATION: Chris Martinovich, PE  
Carson Area Metropolitan Planning Organization  
3505 Butti Way  
Carson City, Nevada 89701  
Phone: (775) 283-7367  
Fax: (775) 887-2112  
Email: cmartinovich@carson.org

10. The Organization shall ensure that any reports, materials, studies, photographs, negatives, drawings or other documents prepared in the performance obligations under this Agreement shall be the exclusive, joint property of the ORGANIZATION and the DEPARTMENT. The ORGANIZATION shall ensure any subconsultant shall not use, willingly allow or cause to

have such documents used for any purpose other than performance of obligations under this Agreement without the written consent of both the ORGANIZATION and the DEPARTMENT.

11. Neither party shall be deemed to be in violation of this Agreement if it is prevented from performing any of its obligations hereunder due to strikes, failure of public transportation, civil or military authority, act of public enemy, accidents, fires, explosions, or acts of God, including, without limitations, earthquakes, floods, winds or storms. In such an event, the intervening cause must not be through the fault of the party asserting such an excuse, and the excused party is obligated to promptly perform in accordance with the terms of the Agreement after the intervening cause ceases.

12. To the fullest extent of NRS Chapter 41 liability limitations, each party shall indemnify, hold harmless, and defend, not excluding the other's right to participate, the other from and against all liability, claims, actions, damages, losses, and expenses, including, but not limited to, reasonable attorneys' fees and costs, caused by the negligence, errors, omissions, recklessness, or intentional misconduct of its own officers, employees, and agents. Such obligation shall not be construed to negate, abridge, or otherwise reduce any other right or obligation of indemnity which would otherwise exist as to any party or person described herein. This indemnification obligation is conditioned upon the performance of the duty of the party seeking indemnification (indemnified party) to serve the other party (indemnifying party) with written notice of an actual or pending claim, within thirty (30) calendar days of the indemnified party's notice of such actual or pending claim or cause of action. The indemnifying party shall not be liable for reimbursement of any attorney's fees and costs incurred by the indemnified party due to said party exercising its right to participate with its own legal counsel.

13. The parties do not waive and intend to assert available NRS Chapter 41 liability limitations in all cases. Agreement liability of both parties shall not be subject to punitive damages. Actual damages for any DEPARTMENT breach shall never exceed the amount of funds which have been appropriated for payment under this Agreement, but not yet paid, for the fiscal year budget in existence at the time of the breach. Actual damages for any ORGANIZATION breach shall never exceed the amount of funds which have been received under this Agreement for the fiscal year budget in existence at the time of the breach.

14. Failure to declare a breach or the actual waiver of any particular breach of this Agreement or any of its material or nonmaterial terms by either party shall not operate as a waiver by such party of any of its rights or remedies as to any other breach, including a breach of the same term.

15. An alteration ordered by the DEPARTMENT, which substantially changes the services provided for by the expressed intent of this Agreement shall be considered extra work and shall be specified in a written amendment which shall set forth the nature and scope thereof. The amount and method of payment for extra work shall be specified at the time the amendment is written.

16. This Agreement and the rights and obligations of the parties hereto shall be governed by, and construed according to, the laws of the State of Nevada. The parties consent to the exclusive jurisdiction of the First Judicial District Court of the State of Nevada for enforcement of this Agreement.

17. The illegality or invalidity of any provision or portion of this Agreement shall not affect the validity of the remainder of the Agreement, and this Agreement shall be construed as if such provision did not exist. The unenforceability of such provision shall not be held to render any other provision or provisions of this Agreement unenforceable.

18. Except as otherwise expressly provided within this Agreement, all or any property presently owned by either party shall remain in such ownership upon termination of this Agreement, and there shall be no transfer of property between the parties during the course of this Agreement.

19. It is specifically agreed between the parties executing this Agreement that it is not intended by any of the provisions of any part of this Agreement to create in the public or any member thereof a third party beneficiary status hereunder or to authorize anyone not a party to this Agreement to maintain a suit for personal injuries or property damage pursuant to the terms or provisions of this Agreement.

20. Each party agrees to keep and maintain under generally accepted accounting principles full, true, and complete records and documents pertaining to this Agreement and present, at any reasonable time, such information for inspection, examination, review, audit, and copying at any office where such records and documentation are maintained. Such records and documentation shall be maintained for three (3) years after final payment is made.

21. The parties are associated with each other only for the purposes and to the extent set forth in this Agreement. Each party is, and shall be, a public agency separate and distinct from the other party and shall have the right to supervise, manage, operate, control, and direct performance of the details incident to its duties under this Agreement. Nothing contained in this Agreement shall be deemed or construed to create a partnership or joint venture, to create relationships of an employer-employee or principal-agent, or to otherwise create any liability for one agency whatsoever with respect to the indebtedness, liabilities, and obligations of the other agency or any other party.

22. Neither party shall assign, transfer or delegate any rights, obligations, or duties under this Agreement without the prior written consent of the other party.

23. The parties hereto represent and warrant that the person executing this Agreement on behalf of each party has full power and authority to enter into this Agreement and that the parties are authorized by law to engage in the cooperative action set forth herein.

24. Pursuant to NRS 239 information or documents may be open to public inspection and copying. The parties shall have the duty to disclose unless a particular record is confidential by law or a common law balancing of interests.

25. Each party shall keep confidential all information, in whatever form, produced, prepared, observed, or received by that party to the extent that such information is confidential by law or otherwise required to be kept confidential by this Agreement.

26. This Agreement shall not become effective until and unless approved by appropriate official action of the governing body of each party.

27. This Agreement constitutes the entire agreement of the parties and such is intended as a complete and exclusive statement of the promises, representations, negotiations, discussions, and other agreements that may have been made in connection with the subject matter hereof. Unless an integrated attachment to this Agreement specifically displays a mutual intent to amend a particular part of this Agreement, general conflicts in language between any such attachment and this Agreement shall be construed consistent with the terms of this Agreement. Unless otherwise expressly authorized by the terms of this Agreement, no modification or amendment to this Agreement shall be binding upon the parties unless the same is in writing and signed by the respective parties hereto and approved by the Attorney General.



IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

Carson Area Metropolitan Planning Organization

State of Nevada, acting by and through its DEPARTMENT OF TRANSPORTATION

\_\_\_\_\_  
Christopher Martinovich  
Transportation Manager

\_\_\_\_\_  
Director  
Approved as to Legality and Form:

Approved as to Form:

\_\_\_\_\_  
Deputy Attorney General

\_\_\_\_\_  
Adam Tully, Deputy District Attorney

In Process

## Exhibit 1

## US50 East Carson Complete Streets Study – Preliminary Scope

The US50 East Carson Complete Streets Study (Study) will identify, evaluate, and recommend potential safety and multimodal (vehicular, transit, pedestrian, and bicycle) transportation improvements along US Highway 50 in east Carson City between Interstate 580 and Highlands Drive, to improve safety for all users of the corridor. The results of this Study will be used to identify and inform the design and construction of future corridor projects.

It is anticipated that a Consultant will be used for major portions of this Study and will work alongside CAMPO and NDOT staff to complete the analysis. As such, the details of this preliminary scope may be revised. The Study is anticipated to be completed in two phases. Phase 1, funding through a cooperative agreement with NDOT, will focus on basic safety and traffic operations. Phase 2 will include pedestrian, bicyclist, cultural, historic, landscape, aesthetic, freight, and environmental considerations, and will be funded through a separate cooperative agreement. The phases of the Study will be implemented to accommodate funding availability.

Summary of Estimated Cost by Phase:

### Phase 1: Cooperative agreement between NDOT and CAMPO

- Total Cost Estimate = \$150,000

### Phase 2: Anticipated Transportation Alternatives Program (TAP) Grant Funding

- Total Cost Estimate = \$180,000

**Total Study Cost Estimate = \$330,000**

**Anticipated Completion Date for both Phases: June 2024**



### Phase 1: Safety, Mobility, & Traffic Operations

Funding Sources: NDOT, CAMPO

#### Task 1 – Management and Outreach

- **Project Management** – The consultant(s) shall be responsible for the management of the Study, including:
  - Attendance, coordination, and preparation of agendas and meeting notes for advisory committee meetings, stakeholder meetings, and project progress/review meetings
  - Creation and maintenance of project schedule, budget, and tasks, and ensuring the project's successful and timely completion
  - Submittal of monthly invoices and progress reports
  - Periodic coordination meetings/phone calls with CAMPO and NDOT staff
  - Quality Assurance/Quality Control reviews

#### Task 2 – Existing Conditions Data Collection

- **Existing Studies** – Review existing studies and planned projects that are relevant to the US50 East corridor and incorporate them into the analysis.
- **Stakeholder Outreach** – Conduct outreach to major stakeholders along the corridor. Major stakeholders likely include Carson City, NDOT, Lyon County, and major shopping areas located along the corridor. The outreach shall include the development and release of a single online public survey. CAMPO may team with Carson City or NDOT in attending

other public meetings related to transportation projects or programs, but a public meeting specific to this phase is not anticipated.

- **Aerial Survey / Right-of-Way Research** - The Consultant will obtain aerial mapping from Carson City or other sources, and the Consultant will conduct right-of-way research for the project by reviewing NDOT's/Carson City's right-of-way limits and other ownership responsibility, agreements, and information throughout the corridor. The specific limits include:
  - US 50 East & I-580 in Carson City to Highlands Drive in Lyon County (Mound House extent).
  - Cross Streets, 250 feet north/south of US 50.
- **Traffic Data Collection**
  - Collect peak hour (AM and PM) turning movement data at the following major intersections along the corridor (data may be collected from recently completed Traffic Impact Studies when possible):
    1. US 50 & I-580
    2. US 50 / Lompa Ln
    3. US 50 / Airport Rd
    4. US 50 / E College Pkwy/ Fairview Dr
    5. US 50 / Empire Ranch Rd
    6. US 50 / E Nye Ln
    7. US 50 / Arrowhead/ N Deer Run Rd
    8. US 50 / Flint Drive
    9. US 50 / Red Rock Rd
    10. US 50 / Highlands Dr
  - Collect TRINA data from 6 permanent stations along the corridor between specific corridor limits.
  - Obtain existing signal timing/phasing data from Carson City;
  - Analyze corridor performance based on the data collected. Prepare existing conditions Level of Service (LOS) analysis for all modes of transportation using collected data.
  - Using CAMPO's Travel demand model, develop 2030 and 2050 traffic volume projections along the corridor and at major intersections.
- **Safety** – Collect available crash statistics to analyze potential safety issues and locations. Primary data elements are roadway, crash, and traffic data. Stakeholders may be aware of data that should be considered as well. The Consultant should identify any gaps in the data. The safety data collection and analysis should focus on systemic processes; spot analysis may be incorporated where appropriate. The crash analysis should focus on crash type and crash groupings. The output from the safety data analysis should include appropriate graphs, tables, and heat maps.
- **Pavement Core Samples** – *This task may be optional depending on NDOT's available data.* This task will consist of a visual pavement condition assessment, coring, subgrade soil sampling, laboratory testing, analysis and design, and draft and final pavement design memos.

#### Task 4 – Corridor Needs and Enhancement Analysis

- **Project Goals** – The Consultant will work with NDOT and CAMPO to develop a list of high-level goals for the corridor based on collected data. The goals should incorporate community and stakeholder input, identify needed safety enhancements, and integrate transportation and traffic operations, community and recreational needs, and environmental resources. Goals for the corridor should account for and identify the project purpose and need.
- **Operations Analysis** – Using the traffic data collected, outline possible needs for new traffic operations enhancements. This may include modifications to existing signal systems, better signal coordination, and associated ITS infrastructure.
- **Safety Analysis** – Evaluation of options to allow for the incorporation of FHWA-proven safety measures which may include:
  - Backplates with Retroreflective Borders
  - Corridor Access Management
  - Left and Right Turn Lanes at Two Way Stop-Controlled Intersections
  - Reduced Left-Turn Conflict Intersections
  - Medians and Pedestrian Crossing Islands in Urban and Suburban Areas
  - Pedestrian Hybrid Beacons
  - Leading Pedestrian Intervals
  - Walkways
- **Access Management Control** – Compare and document current access control and needs against current NDOT policy and other TRB best practices. Provide recommendations as part of the conceptual alternatives.
- **Conceptual Intersection and Roadway Enhancements** – The consultant will develop a list of intersection and roadway needs to support a broader range of corridor enhancements. Identification of the needs will support decision-making and ensure project concepts are feasible and constructible based on existing constraints. Needs and potential concepts should include:
  - Travel/auxiliary lane configurations
  - Intersection configurations
  - Safety enhancements
  - Operational/signal system upgrades and communication needs
- **Cost Analysis** – Order of magnitude cost estimates for design and construction of recommended corridor enhancements. Cost estimates will be prepared to support each alternative. The costs will focus on major bid items and project soft costs.

#### Task 5: Project Identification and Implementation Plan

- **Project ID and Implementation Schedule** – Identify and compile the identified needs and recommended concepts into discrete projects or project concepts. Projects and concepts should include an assessment of complexity and outline a realistic implementation schedule based on readiness and land-use changes. The Study should identify ways CAMPO and NDOT can jointly implement projects and provide enough data to easily prioritize projects through established prioritization methods.

## Task 6: Report Preparation

- **Report** - Prepare a draft and final Study report including graphics and illustrations of the recommended corridor enhancements. The report will include a summary of needs, conceptual design schematics on GIS aerial photography for roadway/safety improvements, cross sections, potential right-of-way impacts, and order of magnitude planning level cost estimates, for display and discussion at a presentation at future meetings.

In Process



## STAFF REPORT

**Report To:** The Carson Area Metropolitan Planning Organization (CAMPO)

**Meeting Date:** April 12, 2023

**Staff Contact:** Rebecca Bustos, Grant Analyst

**Agenda Title: For Possible Action** – Discussion and possible action regarding applications for the distribution of \$381,999 in available Federal Transit Administration (“FTA”) Section 5310 Program funds to (1) the Carson City Regional Transportation Commission (“RTC”) for \$381,999 in capitalized operating expenses for the Jump Around Carson (“JAC”) Assist ADA Paratransit program, and/or (2) Douglas County to use up to \$85,000 to purchase an ADA accessible transport van for the Douglas Area Rural Transit (“DART”) program.

**Staff Summary:** The Carson Area Metropolitan Planning Organization (“CAMPO”) received two grant applications for \$381,999 in available FTA Section 5310 funds. One application was received from the RTC seeking \$205,789 for Federal Fiscal Year (“FFY”) 2022 and \$176,210 for FFY 2023, for a total request of \$381,999, to help offset capitalized operating expenses for the JAC Assist ADA Paratransit program. The second application was received from Douglas County requesting \$85,000 in funding for the purchase of an ADA accessible transport van for its DART program.

**Agenda Action:** Formal Action/Motion

**Time Requested:** 10 minutes

### **Proposed Motion**

Depends on discussion.

### **Background/Issues & Analysis**

On January 30 of this year, CAMPO advertised a Call for Projects and accepted grant applications for the distribution of FFY 2022 and FFY 2023 formula-based funding from the FTA Section 5310 Program. The FTA Section 5310 Program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options. The program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities. Two applications were received.

The first application was received from the RTC. The RTC’s application is seeking \$381,999 in funding to offset operating expenses for its JAC Assist ADA Paratransit program. Based on the proposed use of funds, the applicant must provide a 20% local match. The RTC has identified sufficient local match funding within their application.

The second application was received from Douglas County for its DART program. That application seeks \$85,000 in funding to purchase an ADA accessible transport van for paratransit services in Douglas County, including in the CAMPO region. Douglas County has identified that the required 15% local match has been secured by the Douglas County Board of County Commissioners.

Staff has reviewed all the applicable criteria and eligible activities in relation to the two applications. In assisting with the determination of award, staff utilized the checklist included in Exhibit 1. Based on staff's review of the applications, both applicants meet the basic eligibility requirements required by CAMPO to receive FTA Section 5310 Program funding.

CAMPO staff also used the checklist included in Exhibit 1 to review:

- The submitted documentation against the required documentation per the Call for Projects;
- The requirements of FTA Section 5310;
- Potential alternative funding sources for the applications; and
- The relative benefits to the CAMPO region.

The checklists completed by CAMPO staff are included as supporting documents. The RTC application is for paratransit operations that provide benefits exclusively to CAMPO residents, whereas the vehicle purchase proposed by the Douglas County application would be used both within and outside of the CAMPO area. Additionally, Douglas County's proposed vehicle purchase would be eligible under other grant programs with similar match requirements, such as FTA Section 5339 funding available through a separate Call for Projects CAMPO currently has open. Conversely, the FTA Section 5310 program is the best source known to CAMPO staff that allows operating expenses related to enhancing mobility for seniors & individuals at a 20% local match, lessening the impact on the local agency to provide the same level of service. Typically, grants for operating expenses require a 50% local match.

Based on a review of the applications, agency eligibility requirements, and applicability of the grant, CAMPO staff recommend awarding the full amount to the RTC.

**Applicable Statute, Code, Policy, Rule or Regulation**

49 U.S.C. § 5310

**Financial Information**

Is there a fiscal impact?  Yes  No

If yes, Fund Name, Account Name / Account Number:

Is it currently budgeted?  Yes  No

Explanation of Fiscal Impact: This pass-through grant does not impact CAMPO's budget.

**Alternatives**

1. I move to award FFY 2022 and FFY 2023 FTA Section 5310 funding to RTC in the amount of \$381,999;
2. I move to award FFY 2022 and FFY 2023 FTA Section 5310 funding to DART in the amount of \$85,000 and the remainder to RTC; or
3. Provide alternative direction on the funding award.



**Supporting Material**

-Exhibit-1: Evaluation Criteria Checklist

-Exhibit-2: Carson City RTC Grant Application for Section 5310 Program Funds

-Exhibit-3: DART Grant Application for Section 5310 Program Funds

**Board Action Taken:**

Motion: \_\_\_\_\_

1) \_\_\_\_\_

2) \_\_\_\_\_

Aye/Nay

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
(Vote Recorded By)

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**Grant Application Packet for  
Federal Transit Administration  
Section 5310 Program  
Apportionment Funding for  
Federal Fiscal Years (FFY) 2022 and 2023**

## Introduction

The Carson Area Metropolitan Planning Organization (CAMPO) is accepting grant applications for the distribution of annual formula-based funding from the Federal Transit Administration (FTA) for Section 5310 Program funds. An overview of program goals, available funding, and applicant eligibility is provided on the following pages.

Funding from the FTA Section 5310 Program occurs in the form of a **reimbursement grant**. A reimbursement grant provides funding to grant recipients after expenses have been incurred. The grantee must follow all FTA procedures to obtain the reimbursement for expenses.

To receive federal funding through this program, an applicant must be eligible, per the federal requirements discussed below, and must comply with all other applicable federal and local regulations. CAMPO, as the direct recipient of 5310 funds, is responsible for overseeing the funds and monitoring subrecipients of these funds. CAMPO is considered a Small Urbanized area of under 200,000 population. Compliance with federal and local regulations does not end with documents required by this grant application. Applicants should reference the resources located in the packet to determine whether they have the technical and financial capacity to manage federal grant funds while maintaining full compliance. CAMPO staff will screen applicants based on information submitted in the application and will verify compliance on an ongoing basis with regular subrecipient monitoring.

For further information or assistance, please contact:

Rebecca Bustos, Grant Analyst  
Carson Area Metropolitan Planning Organization  
3505 Butti Way  
Carson City, NV 89701  
Phone: 775-283-7045  
E-mail: [rbustos@carson.org](mailto:rbustos@carson.org)

Grant applications will be reviewed by staff for application completeness and eligibility. If applications are complete and eligible, applications will be submitted to the CAMPO Board for evaluation and consideration for award at a public hearing. Information on the Carson Area MPO is available online at [www.CarsonAreaMPO.com](http://www.CarsonAreaMPO.com).

**\*\*\*Deadline to submit a complete application is March 17, 2023\*\*\***

## Grant Program Information

### **FTA Section 5310 Program - Enhanced Mobility of Seniors & Individuals with Disabilities**

The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options. This program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities.

### **Eligible Recipients**

Eligible recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation.

### **Eligible Activities/Purchases**

The Section 5310 funds are available for capital and operating expenses to support the provision of transportation services to address the specific needs of seniors and individuals with disabilities. All projects must either be situated in the CAMPO Area or may originate in a rural area and provide service with the CAMPO area.

Traditional Section 5310 project examples include (55% of program funds must be used on traditional projects. Up to 10% may be used for program administration):

- buses and vans – additional requirements apply.
- wheelchair lifts, ramps, and securement devices
- transit-related information technology systems, including scheduling/routing/one-call systems
- mobility management programs
- acquisition of transportation services under a contract, lease, or other arrangement

Nontraditional Section 5310 project examples include:

- travel training
- volunteer driver programs
- building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
- improving signage, or way-finding technology
- incremental cost of providing same day service or door-to-door service
- purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs

Projects must be included as part of local Coordinated Human Services Transportation Plan (or similar) and must be planned, designed, and carried out to meet the specific needs of senior persons and individuals with disabilities. Additional eligibility requirements can be found in FTA Circular C 9070.1G. <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/enhanced-mobility-seniors-and-individuals-disabilities>

### **Match**

The federal share of eligible capital or capitalized costs may not exceed 80 percent, and 50 percent for standard operating assistance. The 10 percent that is eligible to fund program administrative costs including administration, planning, and technical assistance may be funded at 100 percent federal share. The federal share may exceed 80 percent for certain projects related to ADA and Clean Air Act (CAA) compliance.

**Available Funding**

- Federal Fiscal Year 2022 - \$205,789
- Federal Fiscal Year 2023 - \$176,210 - UPDATED TO ACTUAL AMOUNT

**Statutory References**

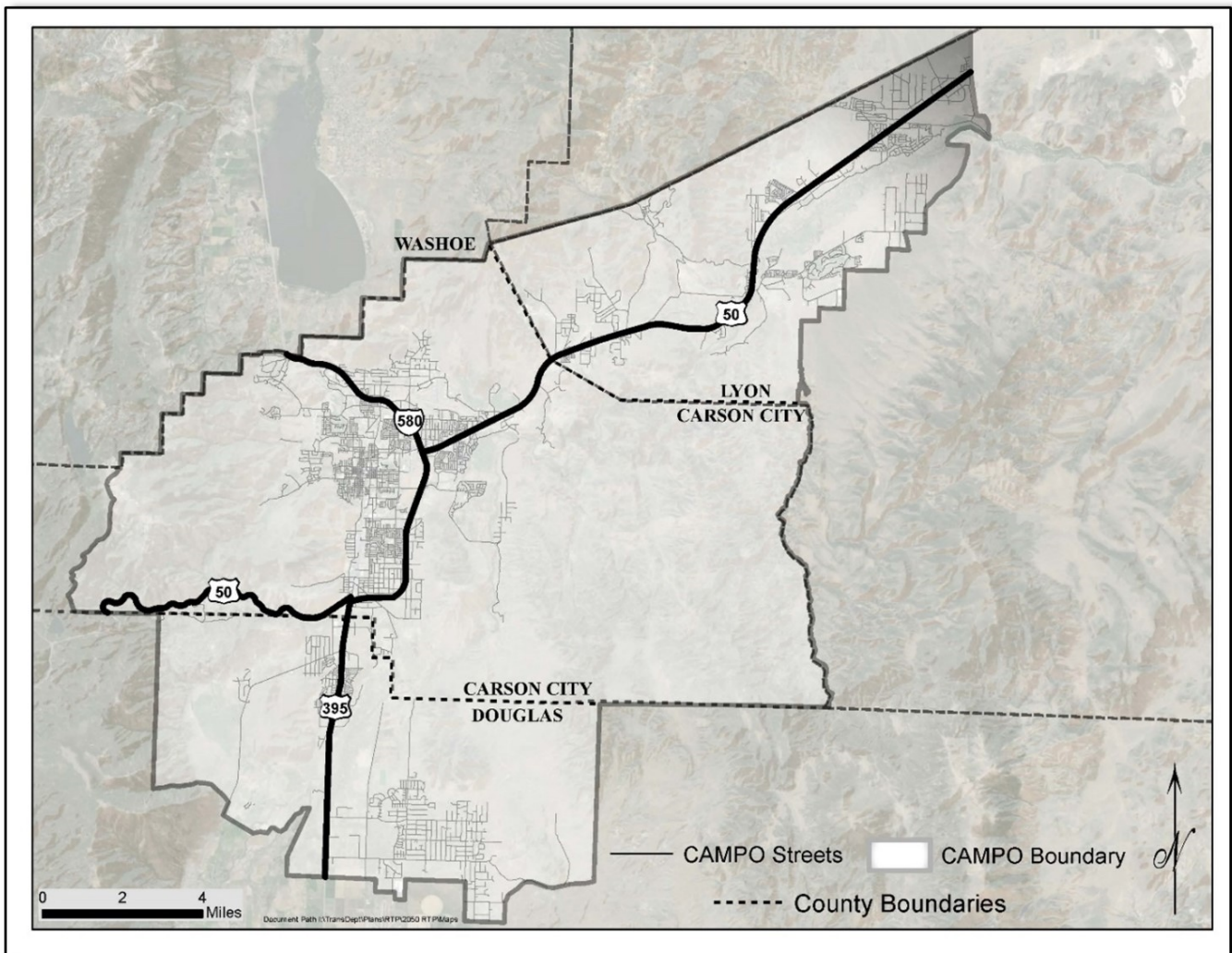
49 U.S.C. Section 5310 / Fixing America’s Surface Transportation Act 3006 (FAST) / Infrastructure, Investment and Jobs Act (IIJA). Additional grant information available online:

<https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310>

<https://www.transit.dot.gov/funding/grants/coronavirus-response-and-relief-supplemental-appropriations-act-2021>

<https://www.transit.dot.gov/funding/american-rescue-plan-act-2021>

**Map of CAMPO**



## Application Process

Completed applications should be submitted to:

Rebecca Bustos

[rbustos@carson.org](mailto:rbustos@carson.org)

Email Subject: Grant Application for Federal Transit Administration Section 5310 Program –  
*Organization Name*

Applications can be completed either as a Microsoft Word Document or a PDF.

**Grant applications must be submitted by 5:00 pm on the noticed deadline of March 17, 2023.**

Applications received will be screened for completeness and eligibility prior to evaluation and consideration of award.

Application Schedule:

- Release Date - January 27, 2023
- Grant Application Submission Due – March 17, 2023
- Anticipated Award by CAMPO – April 12, 2023

## Required Information

**To determine eligibility and for the CAMPO Board to evaluate grant applications, applicants must complete the attached application.**

CAMPO will use the following criteria to evaluate submitted grant applications:

### Evaluation Criteria

- Eligibility of Organization
- Ability of applicant to administer proposed project
- Ability of applicant to comply with FTA regulations
- Availability of federal funds
- Service area being served
- Project cost estimate and availability of applicant to provide local match, if required
- Demonstration of project need
- Existence of similar projects in the identified service area
- Number of persons estimated to be served
- For replacement and new vehicles, applicant's ability to manage asset
- For new or additional vehicles, factors necessitating additional equipment
- Availability of the equipment/asset to the general public

Upon completion of the selection process, CAMPO will coordinate with the project applicant to submit the necessary FTA documentation.

APPLICATION ELIGIBILITY CHECKLIST		Fund Type: _____	
Applicant's Name: _____		Applicant's Request: \$ _____	
ELIGIBILITY DOCUMENTATION REQUIRED	Page		
DETERMINATION OF ELIGIBILITY			
FTA FUNDING SOURCES			
APPLICANT INFORMATION			
PROJECT INFORMATION			
VEHICLE REQUEST FORM (if applicable)			
BUDGET SUMMARY			
MATCH SOURCE DOCUMENTATION			
AUTHORIZING RESOLUTION			
<b>ADDITIONAL REVIEW CRITERIA</b>			
	NOTES	NEW APPLICANT	DOCUMENT ON FILE
SAFETY PLAN / PTASP		<input type="checkbox"/>	<input type="checkbox"/>
PROJECT TPYE/NEED IN TRANSIT PLAN		<input type="checkbox"/>	<input type="checkbox"/>
TRANSIT ASSET MANAGEMENT PLAN		<input type="checkbox"/>	<input type="checkbox"/>
TITLE VI PLAN		<input type="checkbox"/>	<input type="checkbox"/>
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL		<input type="checkbox"/>	<input type="checkbox"/>
VEHICLE MAINTENANCE POLICY (vehicle purchases)		<input type="checkbox"/>	<input type="checkbox"/>
TRAINING POLICY		<input type="checkbox"/>	<input type="checkbox"/>
DRUG AND ALCOHOL POLICY (Vehicle Purchases or 5339 Grants Only)		<input type="checkbox"/>	<input type="checkbox"/>
ADA POLICY (vehicle/passengers' information)		<input type="checkbox"/>	<input type="checkbox"/>
RIDER POLICIES and INFORMATION (vehicle purchases)		<input type="checkbox"/>	<input type="checkbox"/>
EQUAL EMPLOYMENT OPPORTUNITY PLAN		<input type="checkbox"/>	<input type="checkbox"/>
COPY OF VEHICLE INSURANCE POLICY (Evidencing Commercial Liability, General Liability, Collision, and Comprehensive Liability Insurance, with a limit of not less than One Million and no/100 Dollars (\$1,000,000.00) per occurrence.)		<input type="checkbox"/>	<input type="checkbox"/>
OTHER (Use of funding, benefit/impact to CAMPO, other potential funding opportunities, misc.)			



**Grant Application  
for  
Federal Transit Administration  
Section 5310 Program  
Apportionment Funding**

## General Information

**Brief Project Description:**

Jump Around Carson is seeking funding to assist in the payment of capitalized operating expenses for JAC Assist, an origin-to-destination ADA paratransit service.

**Name of Organization:**

**Type of Organization:**

- |  |  |
|--|--|
| <input type="checkbox"/> Private Non-Profit              | <input checked="" type="checkbox"/> Operator of Public Transportation Services |
| <input type="checkbox"/> State/Local Governmental Entity | <input type="checkbox"/> Tribal Agency (Sovereign Nation)                      |
| <input type="checkbox"/> Other                           |  |

Applicants should provide documentation that they are an eligible organization.

## Funding Category & Amount

Please check only one funding category below. If multiple funding categories are requested, please submit a separate application for each. The FTA provides for different match requirements by funding source and category.

**FTA Section 5310 Program Grant for Enhanced Mobility for Seniors & Individuals with Disabilities**

**5310 Capital Funds (general)**

Amount Requested: \$205,789 FFY2022 & \$176,210 FFY23 Totaling \$381,999

**5310 Capital Funds (compliance with ADA)**

Amount Requested:

**5310 Capital Funds (compliance with Clean Air Act)**

Amount Requested:

**5310 Operating Funds**

Amount Requested:

The requested funding will be used to address needs from CAMPO's Transit Development and Coordinated Human Service Plan (available here: <https://www.carson.org/home/showpublisheddocument?id=68984>).

## Applicant/Organization Information

**Physical Address:**

3770 Butti Way, Carson City NV 89701

**Mailing Address (if different from physical address):**

**Contact Person:** Bryan Byrne

Title: Transportation/Traffic Engineer

Phone Number: 775-283-7431

Email Address: bbyrne@carson.org

**Applicant Federal ID#:** 6825

**Applicant DUNS#:** DTBPJMA2QFC8

**Organization's mission statement and/or describe the organization's vision:**

The mission of Jump Around Carson (JAC) is to provide safe, dependable and friendly transit service to the residents and visitors of Carson City. JAC's vision is to continue to improve the transit system and to work through funding challenges through creative and coordinated planning.

**Detailed description of your organization:**

JAC is Carson City's public transit system serving the community with a fleet of bright white, purple and green busses. JAC began operating in October 2005 and is governed by the Carson City Regional Transportation Commission, RTC. JAC operations has two systems. The JAC fixed-route which is open to the general public and the JAC Assist which is an origin-to-destination program that provides transportation for eligible persons with disabilities.

**Detailed description of your existing transportation program/services:**

JAC currently operates four buses on four distinct fixed-routes in Carson City. JAC also operates JAC Assist, an origin-to-destination complementary ADA paratransit service. JAC buses run Monday through Friday from 6:30am to 7:30pm, and on Saturdays from 8:30am to 4:30pm. JAC Assist is a dial-a-ride service providing scheduled rides across Carson City upon Client scheduling.

**Describe any current connectivity/coordination efforts with surrounding area transit providers:**

JAC partners with area transit providers in various ways. JAC currently partners with RTC Washoe to operate the Regional Connector service that travels to/from Reno and Carson City. The Regional Connector service shares many stops with JAC in Carson City and riders are able to transfer from the Regional Connector to JAC at no extra charge. JAC also partners with Tahoe Transportation District's Valley Express Daily service. The Valley Express Daily's route 19x travels between Minden/Gardnerville and Carson City. The 19X route also shares many stops with the JAC service and is free to transfer between services.

## Project Information

### Project Description:

These 5310 grant funds will be used to continue transportation services at the system's current levels. The Carson City RTC provides bus service in two forms: JAC fixed-route and JAC Assist complementary paratransit. Both services include buses that are ADA compliant, providing easy access to transportation for seniors and disabled individuals. The grant funds would be used towards capitalized operating expenses for JAC Assist complementary ADA paratransit services which serve our aging and disabled community.

### Type of Service funding is requested for:

- |  |   |
|--|---|
| <input type="checkbox"/> Senior Center/Disabled Workshop | <input type="checkbox"/> Deviated Fixed Route                                   |
| <input type="checkbox"/> Fixed Route                     | <input checked="" type="checkbox"/> Demand Response (Dial-a-Ride, Door-to-Door) |
| <input type="checkbox"/> Other (describe)                |   |

### Clientele served by service/purchase/program (check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Elderly (60+ years old)              | <input type="checkbox"/> Low Income/Welfare |
| <input checked="" type="checkbox"/> Persons with disabilities | <input type="checkbox"/> General Public     |
| <input type="checkbox"/> Other                                |   |

### Area Served (check all that apply):

- |  |   |
|--|---|
| <input checked="" type="checkbox"/> Small Urbanized Area (50,000 – 200,000 population) | <input type="checkbox"/> Lyon County            |
| <input type="checkbox"/> Non-Urbanized Area (Rural under 50,000 population)            | <input checked="" type="checkbox"/> Carson City |
| <input type="checkbox"/> Douglas County  | <input type="checkbox"/> Other                  |

### Does the project include vehicle purchases?:

- Yes (Additional Form Required)       No

- Federal transit law requires that projects selected for funding under the [Enhanced Mobility for Individuals and Individuals with Disabilities \(Section 5310\) Program](#) be "included in a locally developed, coordinated public transit-human services transportation plan".

**Vehicle Purchase Information**

Applicants must complete if requesting funds for vehicle purchase or replacement. Applicants will be required to procure requested vehicle(s) after review of procurement documents by CAMPO staff. Actual price will be based on bids received.

Quantity	Vehicle Description (including size, capacity, wheelchair positions, etc.)		Estimated Cost
	N/A		
	Total Quantity		Total Estimated Cost

Procurement must follow CAMPO’s Policies and Procedures Manual, available upon request of CAMPO.

**Project Budget**

Applicants must complete the applicable budget sheets. A separate application is required for each funding source.

For operations programs, projected farebox revenue must be included. Revenue functions different than local match as revenue offsets the overall budget, reducing the total project cost and required local match. It can be in the form of farebox contributions, advertising revenue, donations, or agency financial assistance from service groups, businesses, charities, etc.

Required local match differs by expenses type and provides the required non-federal share of the project cost. The source of the matching funds must be verifiable. A letter or other documentation stating the monetary commitment from the contributing agency/entity must be included within the submitted application packet. Typically, local match reduces the funding amount reimbursed to the applicant from the FTA as part of the reimbursement grant process.

<b>Budget Work Sheet</b>			
<b>Operating Expenses</b>		<b>Local Match</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>
<b>Total Expenses</b>	<b>Total Revenue</b>	<b>Total Expenses minus Revenue</b>	<b>Optional Match</b>
	Anticipated Fare Revenue \$37,872		
<b>Capital Expenses</b>		<b>Local Match (20% General / 15% ADA / 10% Clean Air)</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>
Capitalized Operating Cost	\$515,371	General Fund	\$95,500
<b>Total Capital</b>	<b>\$477,499</b>	<b>Total Match</b>	<b>\$95,500</b>
<b>Administrative Expenses</b>		<b>Optional Local Match</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>

## **Required Documentation for 5310 or 5339 Funding**

Applicants may attach a copy of the required document to the application, provide a link to the document, or ensure the document is available upon request.

### **Safety Plan**

Applicants currently receiving financial assistance under 49 U.S.C. § 5307 that operate a public transportation system are required to submit a safety plan. An operator of a public transportation system that only receives financial assistance under the Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310) and/or Formula Grants for Rural Areas Program (49 U.S.C. § 5311) is exempt from this requirement.

### **Performance Targets/Transit Asset Management Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 625. All subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used in the provision of public transportation must prepare a Transit Asset Management (TAM) Plan and establish performance targets on an annual basis for use in National Transit Database (NTD) reporting. This is done with the goal of helping achieve and maintain a state of good repair for the nation's public transportation systems. The plan must discuss the maintenance and safety of assets. The purpose is to ensure proper utilization of FTA assets and to help ensure success of the program/project. The plan should include vehicle maintenance information such as a detailed repair schedule (for routine maintenance) and the approach for unscheduled maintenance activities. A TAM Plan and annual performance targets must be submitted with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Title VI Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 21. These provisions prohibit discrimination based on race, color, and national origin, including the denial of meaningful access of limited English proficient (LEP) persons. Applicants must submit a Title VI Plan with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Disadvantaged Business Enterprise (DBE) Program and DBE Goal**

CAMPO subrecipients of Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 26. These provisions ensure nondiscrimination in the award and administration of US Department of Transportation (US DOT)-assisted contracts. Subrecipients also must create a level playing field on which DBEs can compete fairly for US DOT-assisted contracts. Applicants must submit a DBE Program and DBE Goal with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Vehicle Policy and Information**

Applicants requesting funding for vehicle(s) must provide a description of the desired vehicle. Application must note if the vehicle is a replacement or an expansion of the existing vehicle fleet and if any special vehicle options are requested (i.e. 4-wheel drive, bike racks, etc.). Vehicle maintenance and safety policies must be included in the application to be considered for award. Rider policy information must be included, which will describe how to ride, complaint procedures, fare structure, and etc.

A Certificate of Insurance will need to be provided. City/CAMPO requires full coverage for the vehicle as long as City/CAMPO holds lien. The standard insurance for a paratransit vehicle under this program is Liability and Property Damage Insurance with a limit of \$1,000,000 for each occurrence, for bodily injury, and property damage, naming Carson City/CAMPO as an additional insured. This shall be maintained through the useful life of the vehicle and until Carson City/CAMPO releases lien of the title.

## **Training Policy**

Organization's employee training policy is required, which should include, at a minimum, the frequency, type, and who will be trained in safety, substance abuse awareness, passenger sensitivity, and customer service.

## **Drug and Alcohol Policy (5339(a) only)**

Subrecipients of 5339(a) FTA funds are required to comply with regulations issued by the FTA on drug and alcohol testing, 49 C.F.R. Part 655. Among other requirements, these regulations require that all safety sensitive employees be tested for drug and alcohol use, pre-employment (drug only), random, reasonable suspicion and post-accident, that certifications be made, and reports submitted. There are limited exceptions to the testing requirements for contract maintenance workers under Section 5339(a) and for volunteers. Annual reporting of the testing results must be submitted to CAMPO by subrecipients on Management Information System (MIS) forms. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Americans with Disabilities Act Policy**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 C.F.R. Parts 38 and 39. The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity and access for persons with disabilities. The FTA works to ensure nondiscriminatory transportation in support of its mission to enhance the social and economic quality of life for all Americans. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Equal Employment Opportunities Program**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5332. The FTA requires entities meeting certain thresholds to either submit or prepare and maintain an EEO Program. An EEO Program is a detailed set of procedures and employment information designed to ensure entities meet the EEO requirements. The FTA's Office of Civil Rights helps FTA recipients develop, implement, and monitor an effective Equal Employment Opportunity Program to ensure that recipients do not discriminate against any employees or applicants for employment because of race, color, religion, sex, disability, age or national origin. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Public Notice**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5323(b). The FTA requires applicants to provide notice and adequate opportunity for comment on projects impacting the public transportation service of a community. Any required public noticing conducted by the applicant shall be incorporated into application submittal.

## **Annual Certifications and Assurances**

Successful applicants for Federal Section 5310 and 5339(a) funds must complete and sign the latest certifications and assurances prior to award of any federal assistance. Category 01 applies to all applicants. Category 02 applies to all applications for federal assistance in excess of \$100,000, unless the applicant is a Native American tribe or organization, or a tribal organization. Categories 03 through 21 will apply to some, but not all, applicants and projects. This process ONLY excludes the submittal of documents with your application, NOT from collecting documents and having them on file. Certifications and assurances are special pre-award requirements specifically prescribed by federal law or regulation and do not encompass all federal laws, regulations, and directives that may apply to the applicant or its project. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Authorizing Resolution**

A signed resolution authorizing the appropriate applicant representative to execute and file an application with CAMPO on behalf of the agency must be submitted (see Appendix B).



## Appendix A

### Links to Resources and Required Documentation

#### *Certifications and Assurances*

<https://www.transit.dot.gov/grantee-resources/certifications-and-assurances/fy2021-annual-list-certifications-and-assurances>

#### *Fixing America's Surface Transportation (FAST) Act*

<https://www.transit.dot.gov/FAST>

#### *United States Department of Transportation (USDOT)*

[www.dot.gov](http://www.dot.gov)

#### *Federal Transit Administration (FTA)*

[www.fta.dot.gov](http://www.fta.dot.gov)

#### *Title 49 USC Chapter 53 Grant Programs*

<https://www.transit.dot.gov/grants>

#### *Best Practices Procurement Manual*

<https://www.transit.dot.gov/funding/procurement/best-practices-procurement-manual>

#### *OMB "Super Circular" or 2 C.F.R. 200*

<https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>

#### *Civil Rights (ADA, DBE, Title VI, EEO)*

[www.fta.dot.gov/civil\\_rights.html](http://www.fta.dot.gov/civil_rights.html)

#### *Drug and Alcohol Regulations*

<https://www.federalregister.gov/articles/2001/08/09/01-19234/prevention-of-alcohol-misuse-and-prohibited-drug-use-in-transit-operations>

#### *United States of American Department of Transportation FTA Master Agreement*

<https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>

#### *Transit Asset Management*

<https://www.transit.dot.gov/TAM>

#### *Data Universal Numbering System (DUNS) information*

<https://www.dnb.com/duns-number.html>

#### *Coronavirus Response and Relief Supplemental Appropriations Act of 2021*

<https://www.transit.dot.gov/funding/grants/coronavirus-response-and-relief-supplemental-appropriations-act-2021>

#### *American Rescue Plan Act of 2021*

<https://www.transit.dot.gov/funding/american-rescue-plan-act-2021>

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ATTACHMENT A

Safety Plan

<https://www.carson.org/home/showpublisheddocument/75316>

TAM Plan

<https://www.carson.org/home/showpublisheddocument?id=63245>

Title VI Plan

<https://www.carson.org/government/departments-g-z/public-works/transportation/jac-jump-around-carson>

DBE Program & DBE Goal

<https://www.carson.org/home/showpublisheddocument/82178/638010869326700000>

Training Policy : Available Upon Request

Drug and Alcohol Policy : Available Upon Request

ADA Policy

<https://www.carson.org/home/showpublisheddocument/75318>

EEO Policy

<https://www.carson.org/home/showpublisheddocument/64988/636870292059330000>

Annual Certifications and Assurances : Available Upon Request

**RESOLUTION NO. 2023-RTC-R-1**

**A RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION FOR A FEDERAL TRANSIT ADMINISTRATION / CARSON AREA METROPOLITAN PLANNING ORGANIZATION GRANT UNDER 49 USC CHAPTER 53.**

**WHEREAS**, the U.S. Department of Transportation is authorized to make grants to metropolitan planning organizations through the Federal Transit Administration to support transportation projects under 49 USC Chapter 53; and

**WHEREAS**, the Carson Area Metropolitan Planning Organization ("CAMPO") has been designated to administer certain transportation projects under 49 USC Chapter 53; and

**WHEREAS**, the contract for financial assistance will impose certain obligations upon the APPLICANT, including provisions by it of the local share of project costs;

**NOW, THEREFORE**, the Carson City Regional Transportation Commission ("RTC") resolves that:

- (1) The RTC Chairperson is authorized to execute and file an application with CAMPO on behalf of our agency to aid in the financing of capital, and / or operating costs pursuant to 49 USC Chapter 53; and
- (2) The Carson City Transit Coordinator is authorized to furnish such additional information as CAMPO may require in connection with the application or the project.

Upon motion by Commissioner Lucia Maloney, seconded by Commissioner Robert "Jim" Dodson, the foregoing Resolution was passed and adopted this 8th day of March, 2023 by the following vote.

VOTE:	AYES:	Commissioner Robert "Jim" Dodson Commissioner Lucia Maloney Commissioner Gregory Novak Vice Chair Lisa Schuette Chairperson Lori Bagwell
	NAYS:	None
	ABSENT:	None
	ABSTAIN:	None

The undersigned certifies that the foregoing is a true and correct statement.

  
Lori Bagwell, Chair

APPLICATION ELIGIBILITY CHECKLIST		Fund Type: 5310	
Applicant's Name: <u>Carson City RTC – Jump Around Carson</u>		Applicant's Request: \$ <u>381,199</u>	
ELIGIBILITY DOCUMENTATION REQUIRED	Page		
DETERMINATION OF ELIGIBILITY	1	Operator of Public Transportation	
FTA FUNDING SOURCES	1	5310	
APPLICANT INFORMATION	2	DUNS# DTBPJMA2QFC8 Carson City	
PROJECT INFORMATION	3	Capitalized Operating for JAC Assist paratransit	
VEHICLE REQUEST FORM (if applicable)	4	N/A	
BUDGET SUMMARY	5	Provided	
MATCH SOURCE DOCUMENTATION	5	Indicated City General Fund	
AUTHORIZING RESOLUTION	Appendix B	Yes, signed by RTC Chair	
ADDITIONAL REVIEW CRITERIA			
	NOTES	NEW APPLICANT	DOCUMENT ON FILE
SAFETY PLAN / PTASP	PTASP	<input type="checkbox"/>	<input checked="" type="checkbox"/>
PROJECT TYPE/NEED IN TRANSIT PLAN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
TRANSIT ASSET MANAGEMENT PLAN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
TITLE VI PLAN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL	Updated Plan on File	<input type="checkbox"/>	<input checked="" type="checkbox"/>
VEHICLE MAINTENANCE POLICY (vehicle purchases)	N/A	<input type="checkbox"/>	<input type="checkbox"/>
TRAINING POLICY	N/A	<input type="checkbox"/>	<input type="checkbox"/>
DRUG AND ALCOHOL POLICY (Vehicle Purchases or 5339 Grants Only)	N/A	<input type="checkbox"/>	<input type="checkbox"/>
ADA POLICY (vehicle/passengers' information)		<input type="checkbox"/>	<input checked="" type="checkbox"/>
RIDER POLICIES and INFORMATION (vehicle purchases)		<input type="checkbox"/>	<input checked="" type="checkbox"/>
EQUAL EMPLOYMENT OPPORTUNITY PLAN		<input type="checkbox"/>	<input checked="" type="checkbox"/>
COPY OF VEHICLE INSURANCE POLICY (Evidencing Commercial Liability, General Liability, Collision, and Comprehensive Liability Insurance, with a limit of not less than One Million and no/100 Dollars (\$1,000,000.00) per occurrence.)	N/A	<input type="checkbox"/>	<input type="checkbox"/>
OTHER (Use of funding, benefit/impact to CAMPO, other potential funding opportunities, misc.)	5310 funding will be used exclusively in the CAMPO Region for paratransit services serving seniors and people with disabilities. 5307 funds could be used to fund paratransit as an alternative using a combination of 80% and 50% local match, as allowed by the grant.		

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**Grant Application Packet for  
Federal Transit Administration  
Section 5310 Program  
Apportionment Funding for  
Federal Fiscal Years (FFY) 2022 and 2023**

## Introduction

The Carson Area Metropolitan Planning Organization (CAMPO) is accepting grant applications for the distribution of annual formula-based funding from the Federal Transit Administration (FTA) for Section 5310 Program funds. An overview of program goals, available funding, and applicant eligibility is provided on the following pages.

Funding from the FTA Section 5310 Program occurs in the form of a **reimbursement grant**. A reimbursement grant provides funding to grant recipients after expenses have been incurred. The grantee must follow all FTA procedures to obtain the reimbursement for expenses.

To receive federal funding through this program, an applicant must be eligible, per the federal requirements discussed below, and must comply with all other applicable federal and local regulations. CAMPO, as the direct recipient of 5310 funds, is responsible for overseeing the funds and monitoring subrecipients of these funds. CAMPO is considered a Small Urbanized area of under 200,000 population. Compliance with federal and local regulations does not end with documents required by this grant application. Applicants should reference the resources located in the packet to determine whether they have the technical and financial capacity to manage federal grant funds while maintaining full compliance. CAMPO staff will screen applicants based on information submitted in the application and will verify compliance on an ongoing basis with regular subrecipient monitoring.

For further information or assistance, please contact:

Rebecca Bustos, Grant Analyst  
Carson Area Metropolitan Planning Organization  
3505 Butti Way  
Carson City, NV 89701  
Phone: 775-283-7045  
E-mail: [rbustos@carson.org](mailto:rbustos@carson.org)

Grant applications will be reviewed by staff for application completeness and eligibility. If applications are complete and eligible, applications will be submitted to the CAMPO Board for evaluation and consideration for award at a public hearing. Information on the Carson Area MPO is available online at [www.CarsonAreaMPO.com](http://www.CarsonAreaMPO.com).

**\*\*\*Deadline to submit a complete application is March 17, 2023\*\*\***



## Grant Program Information

### **FTA Section 5310 Program - Enhanced Mobility of Seniors & Individuals with Disabilities**

The program aims to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options. This program supports transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities.

### **Eligible Recipients**

Eligible recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation.

### **Eligible Activities/Purchases**

The Section 5310 funds are available for capital and operating expenses to support the provision of transportation services to address the specific needs of seniors and individuals with disabilities. All projects must either be situated in the CAMPO Area or may originate in a rural area and provide service with the CAMPO area.

Traditional Section 5310 project examples include (55% of program funds must be used on traditional projects. Up to 10% may be used for program administration):

- buses and vans – additional requirements apply.
- wheelchair lifts, ramps, and securement devices
- transit-related information technology systems, including scheduling/routing/one-call systems
- mobility management programs
- acquisition of transportation services under a contract, lease, or other arrangement

Nontraditional Section 5310 project examples include:

- travel training
- volunteer driver programs
- building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
- improving signage, or way-finding technology
- incremental cost of providing same day service or door-to-door service
- purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs

Projects must be included as part of local Coordinated Human Services Transportation Plan (or similar) and must be planned, designed, and carried out to meet the specific needs of senior persons and individuals with disabilities. Additional eligibility requirements can be found in FTA Circular C 9070.1G. <https://www.transit.dot.gov/regulations-and-guidance/fta-circulars/enhanced-mobility-seniors-and-individuals-disabilities>

### **Match**

The federal share of eligible capital or capitalized costs may not exceed 80 percent, and 50 percent for standard operating assistance. The 10 percent that is eligible to fund program administrative costs including administration, planning, and technical assistance may be funded at 100 percent federal share. The federal share may exceed 80 percent for certain projects related to ADA and Clean Air Act (CAA) compliance.

### Available Funding

- Federal Fiscal Year 2022 - \$205,789
- Federal Fiscal Year 2023 (Estimated\*) - \$209,698

\* Amount estimated to be available based on IIJA Funding Table - pending final FTA apportionments.

### Statutory References

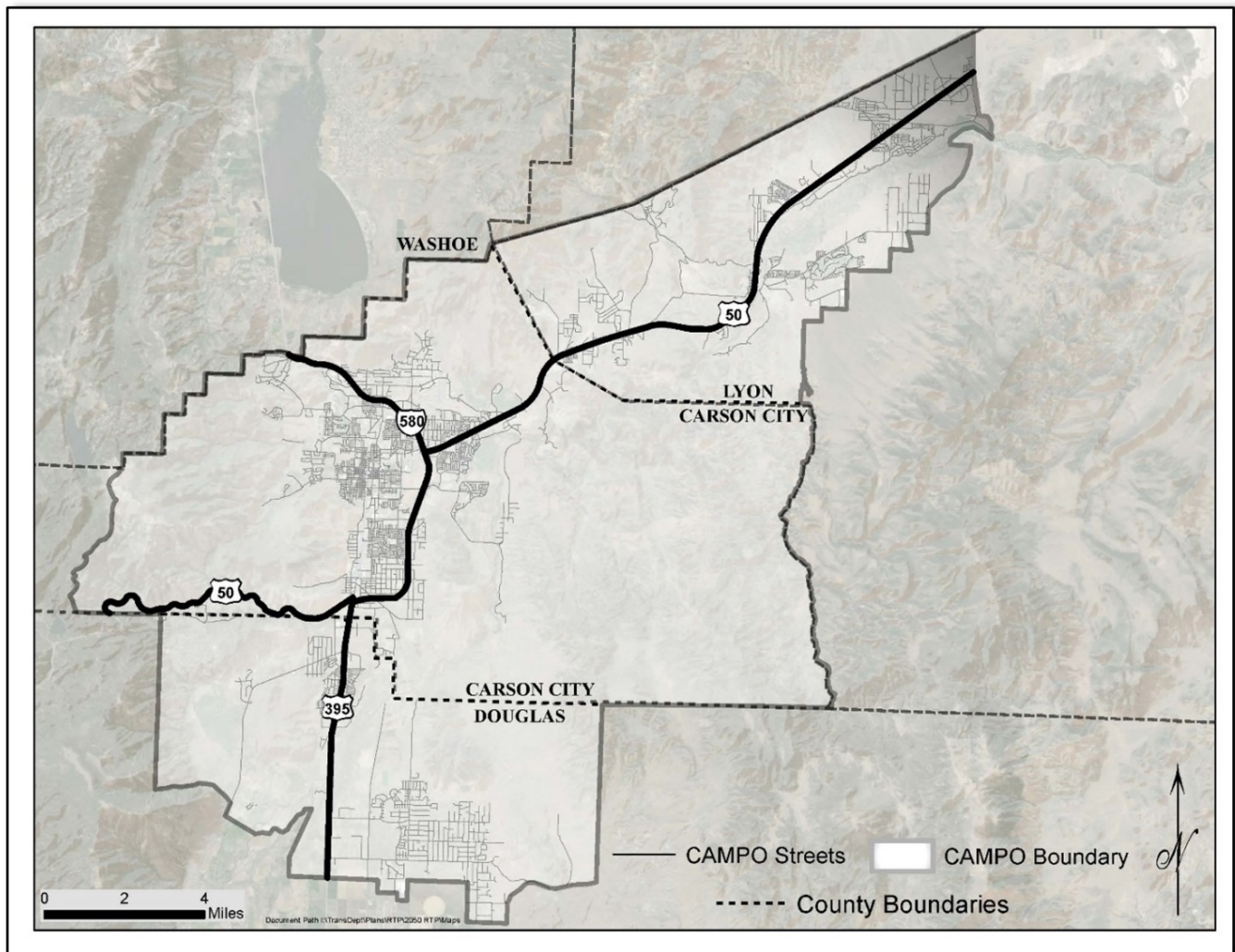
49 U.S.C. Section 5310 / Fixing America’s Surface Transportation Act 3006 (FAST) / Infrastructure, Investment and Jobs Act (IIJA). Additional grant information available online:

<https://www.transit.dot.gov/funding/grants/enhanced-mobility-seniors-individuals-disabilities-section-5310>

<https://www.transit.dot.gov/funding/grants/coronavirus-response-and-relief-supplemental-appropriations-act-2021>

<https://www.transit.dot.gov/funding/american-rescue-plan-act-2021>

### Map of CAMPO



## Application Process

Completed applications should be submitted to:

Rebecca Bustos

[rbustos@carson.org](mailto:rbustos@carson.org)

Email Subject: Grant Application for Federal Transit Administration Section 5310 Program –  
*Organization Name*

Applications can be completed either as a Microsoft Word Document or a PDF.

**Grant applications must be submitted by 5:00 pm on the noticed deadline of March 17, 2023.**

Applications received will be screened for completeness and eligibility prior to evaluation and consideration of award.

Application Schedule:

- Release Date - January 27, 2023
- Grant Application Submission Due – March 17, 2023
- Anticipated Award by CAMPO – April 12, 2023

## Required Information

**To determine eligibility and for the CAMPO Board to evaluate grant applications, applicants must complete the attached application.**

CAMPO will use the following criteria to evaluate submitted grant applications:

### Evaluation Criteria

- Eligibility of Organization
- Ability of applicant to administer proposed project
- Ability of applicant to comply with FTA regulations
- Availability of federal funds
- Service area being served
- Project cost estimate and availability of applicant to provide local match, if required
- Demonstration of project need
- Existence of similar projects in the identified service area
- Number of persons estimated to be served
- For replacement and new vehicles, applicant's ability to manage asset
- For new or additional vehicles, factors necessitating additional equipment
- Availability of the equipment/asset to the general public

Upon completion of the selection process, CAMPO will coordinate with the project applicant to submit the necessary FTA documentation.

**Grant Application  
for  
Federal Transit Administration  
Section 5310 Program  
Apportionment Funding**

## General Information

**Brief Project Description:**

**Name of Organization:**

**Type of Organization:**

- |  |   |
|--|---|
| <input type="checkbox"/> Private Non-Profit              | <input type="checkbox"/> Operator of Public Transportation Services |
| <input type="checkbox"/> State/Local Governmental Entity | <input type="checkbox"/> Tribal Agency (Sovereign Nation)           |
| <input type="checkbox"/> Other                           |   |

Applicants should provide documentation that they are an eligible organization.

## Funding Category & Amount

Please check only one funding category below. If multiple funding categories are requested, please submit a separate application for each. The FTA provides for different match requirements by funding source and category.

**FTA Section 5310 Program Grant for Enhanced Mobility for Seniors & Individuals with Disabilities**

- 5310 Capital Funds (general)**  
Amount Requested:
- 5310 Capital Funds (compliance with ADA)**  
Amount Requested: \$100,000
- 5310 Capital Funds (compliance with Clean Air Act)**  
Amount Requested:
- 5310 Operating Funds**  
Amount Requested:

The requested funding will be used to address needs from CAMPO's Transit Development and Coordinated Human Service Plan (available here: <https://www.carson.org/home/showpublisheddocument?id=68984>).

## **Applicant/Organization Information**

**Physical Address:** 1329 Waterloo Lane, Gardnerville, NV. 89410

**Mailing Address (if different from physical address):** PO Box 218, Minden, NV. 89423

**Contact Person:** Geoff Bonar  
Title: Budget Analyst  
Phone Number: (775) 782-6243  
Email Address: gbonar@douglasnv.us

**Applicant Federal ID#:** 88-6000031

**Applicant DUNS#:** 010984979

### **Organization's mission statement and/or describe the organization's vision:**

Douglas Area Rural Transit is committed to providing safe, reliable transportation to the residents of Douglas County.

### **Detailed description of your organization:**

Douglas Area Rural Transit (DART) is a part of the Senior Services Department of Douglas County, Nevada. DART is primarily grant funded, and exists within a larger overall Community Services Department, which provides several elements of care and services to Seniors, the Disabled, their caretakers, and all other members of the public.

### **Detailed description of your existing transportation program/services:**

DART currently offers two distinct options for transportation services for Seniors, ADA riders, and the general public. We offer the DART express route, which is a fixed route service that primarily covers the central locations of Douglas County. DART also offers a Dial-A-Ride Service. This is a shared ride service. It is open to all public riders with an emphasis on Seniors and ADA riders who need assistance in boarding or require a vehicle lift. DART Dial-A-Ride provides scheduled rides for shopping, medical appointments, recreation, dining at the Senior Center, and much more.

### **Describe any current connectivity/coordination efforts with surrounding area transit providers:**

The DART express route includes transfer points which allow riders to connect to surrounding area transportation services such as Lake Tahoe Blue Go and Jump Around Carson (JAC).

## Project Information

### Project Description:

#### Type of Service funding is requested for:

- |  |  |
|--|--|
| <input type="checkbox"/> Senior Center/Disabled Workshop | <input type="checkbox"/> Deviated Fixed Route                        |
| <input type="checkbox"/> Fixed Route                     | <input type="checkbox"/> Demand Response (Dial-a-Ride, Door-to-Door) |
| <input type="checkbox"/> Other (describe)                |  |

#### Clientele served by service/purchase/program (check all that apply):

- |  |   |
|--|---|
| <input type="checkbox"/> Elderly (60+ years old)   | <input type="checkbox"/> Low Income/Welfare |
| <input type="checkbox"/> Persons with disabilities | <input type="checkbox"/> General Public     |
| <input type="checkbox"/> Other                     |   |

#### Area Served (check all that apply):

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Small Urbanized Area (50,000 – 200,000 population) | <input type="checkbox"/> Lyon County |
| <input type="checkbox"/> Non-Urbanized Area (Rural under 50,000 population) | <input type="checkbox"/> Carson City |
| <input type="checkbox"/> Douglas County                                     | <input type="checkbox"/> Other       |

#### Does the project include vehicle purchases?:

- Yes (Additional Form Required)       No

- Federal transit law requires that projects selected for funding under the [Enhanced Mobility for Individuals and Individuals with Disabilities \(Section 5310\) Program](#) be "included in a locally developed, coordinated public transit-human services transportation plan".

**Vehicle Purchase Information**

Applicants must complete if requesting funds for vehicle purchase or replacement. Applicants will be required to procure requested vehicle(s) after review of procurement documents by CAMPO staff. Actual price will be based on bids received.

Quantity	Vehicle Description (including size, capacity, wheelchair positions, etc.)			Estimated Cost
1	Full size passenger van with potential capacity for 8-10 riders, including a wheelchair lift.			\$100,000
	<b>Total Quantity</b>	1	<b>Total Estimated Cost</b>	\$100,000

Procurement must follow CAMPO’s Policies and Procedures Manual, available upon request of CAMPO.



**Project Budget**

Applicants must complete the applicable budget sheets. A separate application is required for each funding source.

For operations programs, projected farebox revenue must be included. Revenue functions different than local match as revenue offsets the overall budget, reducing the total project cost and required local match. It can be in the form of farebox contributions, advertising revenue, donations, or agency financial assistance from service groups, businesses, charities, etc.

Required local match differs by expenses type and provides the required non-federal share of the project cost. The source of the matching funds must be verifiable. A letter or other documentation stating the monetary commitment from the contributing agency/entity must be included within the submitted application packet. Typically, local match reduces the funding amount reimbursed to the applicant from the FTA as part of the reimbursement grant process.

<b>Budget Work Sheet</b>			
<b>Operating Expenses</b>		<b>Local Match</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>
<b>Total Expenses</b>	<b>Total Revenue</b>	<b>Total Expenses minus Revenue</b>	<b>Optional Match</b>
<b>Capital Expenses</b>		<b>Local Match (20% General / 15% ADA / 10% Clean Air)</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>
ADA Accessible van	\$85,000	15% ADA match	\$15,000
<b>Total Capital</b>	<b>\$85,000</b>	<b>Total Match</b>	<b>\$15,000</b>
<b>Administrative Expenses</b>		<b>Optional Local Match</b>	
<b>Description</b>	<b>Amount</b>	<b>Description</b>	<b>Amount</b>

## **Required Documentation for 5310 or 5339 Funding**

Applicants may attach a copy of the required document to the application, provide a link to the document, or ensure the document is available upon request.

### **Safety Plan**

Applicants currently receiving financial assistance under 49 U.S.C. § 5307 that operate a public transportation system are required to submit a safety plan. An operator of a public transportation system that only receives financial assistance under the Formula Grants for Enhanced Mobility of Seniors and Individuals with Disabilities Program (49 U.S.C. § 5310) and/or Formula Grants for Rural Areas Program (49 U.S.C. § 5311) is exempt from this requirement.

### **Performance Targets/Transit Asset Management Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 625. All subrecipients of Federal financial assistance under 49 U.S.C. Chapter 53 that own, operate, or manage capital assets used in the provision of public transportation must prepare a Transit Asset Management (TAM) Plan and establish performance targets on an annual basis for use in National Transit Database (NTD) reporting. This is done with the goal of helping achieve and maintain a state of good repair for the nation's public transportation systems. The plan must discuss the maintenance and safety of assets. The purpose is to ensure proper utilization of FTA assets and to help ensure success of the program/project. The plan should include vehicle maintenance information such as a detailed repair schedule (for routine maintenance) and the approach for unscheduled maintenance activities. A TAM Plan and annual performance targets must be submitted with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Title VI Plan**

CAMPO subrecipients for Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 21. These provisions prohibit discrimination based on race, color, and national origin, including the denial of meaningful access of limited English proficient (LEP) persons. Applicants must submit a Title VI Plan with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Disadvantaged Business Enterprise (DBE) Program and DBE Goal**

CAMPO subrecipients of Sections 5310 and 5339(a) funding must comply with applicable provisions of 49 C.F.R. Part 26. These provisions ensure nondiscrimination in the award and administration of US Department of Transportation (US DOT)-assisted contracts. Subrecipients also must create a level playing field on which DBEs can compete fairly for US DOT-assisted contracts. Applicants must submit a DBE Program and DBE Goal with this application. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

### **Vehicle Policy and Information**

Applicants requesting funding for vehicle(s) must provide a description of the desired vehicle. Application must note if the vehicle is a replacement or an expansion of the existing vehicle fleet and if any special vehicle options are requested (i.e. 4-wheel drive, bike racks, etc.). Vehicle maintenance and safety policies must be included in the application to be considered for award. Rider policy information must be included, which will describe how to ride, complaint procedures, fare structure, and etc.

A Certificate of Insurance will need to be provided. City/CAMPO requires full coverage for the vehicle as long as City/CAMPO holds lien. The standard insurance for a paratransit vehicle under this program is Liability and Property Damage Insurance with a limit of \$1,000,000 for each occurrence, for bodily injury, and property damage, naming Carson City/CAMPO as an additional insured. This shall be maintained through the useful life of the vehicle and until Carson City/CAMPO releases lien of the title.

## **Training Policy**

Organization's employee training policy is required, which should include, at a minimum, the frequency, type, and who will be trained in safety, substance abuse awareness, passenger sensitivity, and customer service.

## **Drug and Alcohol Policy (5339(a) only)**

Subrecipients of 5339(a) FTA funds are required to comply with regulations issued by the FTA on drug and alcohol testing, 49 C.F.R. Part 655. Among other requirements, these regulations require that all safety sensitive employees be tested for drug and alcohol use, pre-employment (drug only), random, reasonable suspicion and post-accident, that certifications be made, and reports submitted. There are limited exceptions to the testing requirements for contract maintenance workers under Section 5339(a) and for volunteers. Annual reporting of the testing results must be submitted to CAMPO by subrecipients on Management Information System (MIS) forms. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Americans with Disabilities Act Policy**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 C.F.R. Parts 38 and 39. The Americans with Disabilities Act of 1990 (ADA) prohibits discrimination and ensures equal opportunity and access for persons with disabilities. The FTA works to ensure nondiscriminatory transportation in support of its mission to enhance the social and economic quality of life for all Americans. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Equal Employment Opportunities Program**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5332. The FTA requires entities meeting certain thresholds to either submit or prepare and maintain an EEO Program. An EEO Program is a detailed set of procedures and employment information designed to ensure entities meet the EEO requirements. The FTA's Office of Civil Rights helps FTA recipients develop, implement, and monitor an effective Equal Employment Opportunity Program to ensure that recipients do not discriminate against any employees or applicants for employment because of race, color, religion, sex, disability, age or national origin. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Public Notice**

Subrecipients of 5310 and 5339(a) FTA funds are required to comply with applicable provisions of 49 U.S.C. 5323(b). The FTA requires applicants to provide notice and adequate opportunity for comment on projects impacting the public transportation service of a community. Any required public noticing conducted by the applicant shall be incorporated into application submittal.

## **Annual Certifications and Assurances**

Successful applicants for Federal Section 5310 and 5339(a) funds must complete and sign the latest certifications and assurances prior to award of any federal assistance. Category 01 applies to all applicants. Category 02 applies to all applications for federal assistance in excess of \$100,000, unless the applicant is a Native American tribe or organization, or a tribal organization. Categories 03 through 21 will apply to some, but not all, applicants and projects. This process ONLY excludes the submittal of documents with your application, NOT from collecting documents and having them on file. Certifications and assurances are special pre-award requirements specifically prescribed by federal law or regulation and do not encompass all federal laws, regulations, and directives that may apply to the applicant or its project. More information available on the *Links to Resources and Required Documentation* page (see Appendix A).

## **Authorizing Resolution**

A signed resolution authorizing the appropriate applicant representative to execute and file an application with CAMPO on behalf of the agency must be submitted (see Appendix B).

## Appendix A

### Links to Resources and Required Documentation

#### *Certifications and Assurances*

<https://www.transit.dot.gov/grantee-resources/certifications-and-assurances/fy2021-annual-list-certifications-and-assurances>

#### *Fixing America's Surface Transportation (FAST) Act*

<https://www.transit.dot.gov/FAST>

#### *United States Department of Transportation (USDOT)*

[www.dot.gov](http://www.dot.gov)

#### *Federal Transit Administration (FTA)*

[www.fta.dot.gov](http://www.fta.dot.gov)

#### *Title 49 USC Chapter 53 Grant Programs*

<https://www.transit.dot.gov/grants>

#### *Best Practices Procurement Manual*

<https://www.transit.dot.gov/funding/procurement/best-practices-procurement-manual>

#### *OMB "Super Circular" or 2 C.F.R. 200*

<https://www.federalregister.gov/articles/2013/12/26/2013-30465/uniform-administrative-requirements-cost-principles-and-audit-requirements-for-federal-awards>

#### *Civil Rights (ADA, DBE, Title VI, EEO)*

[www.fta.dot.gov/civil\\_rights.html](http://www.fta.dot.gov/civil_rights.html)

#### *Drug and Alcohol Regulations*

<https://www.federalregister.gov/articles/2001/08/09/01-19234/prevention-of-alcohol-misuse-and-prohibited-drug-use-in-transit-operations>

#### *United States of American Department of Transportation FTA Master Agreement*

<https://www.transit.dot.gov/funding/grantee-resources/sample-fta-agreements/fta-grant-agreements>

#### *Transit Asset Management*

<https://www.transit.dot.gov/TAM>

#### *Data Universal Numbering System (DUNS) information*

<https://www.dnb.com/duns-number.html>

#### *Coronavirus Response and Relief Supplemental Appropriations Act of 2021*

<https://www.transit.dot.gov/funding/grants/coronavirus-response-and-relief-supplemental-appropriations-act-2021>

#### *American Rescue Plan Act of 2021*

<https://www.transit.dot.gov/funding/american-rescue-plan-act-2021>

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**Appendix B**  
**AUTHORIZING RESOLUTION**

APPLICANT Douglas Area Rural Transit

Printed Name of Transportation Provider

Resolution authorizing the filing of an application for a Federal Transit Administration / Carson Area Metropolitan Planning Organization grant under 49 USC Chapter 53.

WHEREAS, the U S Department of Transportation (USDOT) is authorized to make grants to metropolitan planning organizations through the Federal Transit Administration (FTA) to support transportation projects under 49 USC Chapter 53; and

WHEREAS, the Carson Area Metropolitan Planning Organization (CAMPO) has been designated to administer certain transportation projects under 49 USC Chapter 53; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the APPLICANT, including provisions by it of the local share of project costs.

NOW, THEREFORE, BE IT RESOLVED BY THE APPLICANT:

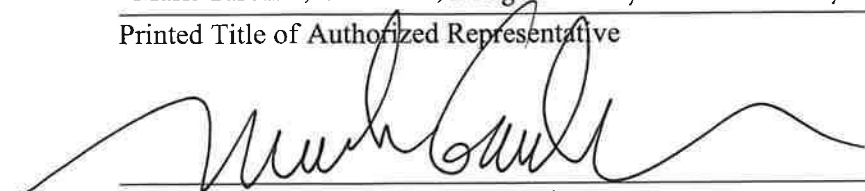
That the above-named representative is authorized to execute and file an application with CAMPO on behalf of our agency to aid in the financing of capital, and / or operating costs pursuant to 49 USC Chapter 53; and

That the above-named representative is authorized to furnish such additional information as CAMPO may require in connection with the application or the project.

The undersigned certifies that the foregoing is a true and correct statement.

Mark Gardner, Chairman, Douglas County Board of County Commissioners

Printed Title of Authorized Representative



Signature of Authorized Representative

3/16/23

Date

APPLICATION ELIGIBILITY CHECKLIST		Fund Type: 5310	
Applicant's Name: <u>DART</u>		Applicant's Request: <u>\$85,000</u>	
ELIGIBILITY DOCUMENTATION REQUIRED	Page		
DETERMINATION OF ELIGIBILITY	1	Yes, Local Government within CAMPO that operates public transportation services.	
FTA FUNDING SOURCES	1	5310 Capital Funds	
APPLICANT INFORMATION	2	Douglas County UEI# KE5GF37F6F95	
PROJECT INFORMATION	3	ADA accessible transport van	
VEHICLE REQUEST FORM (if applicable)	4	Yes, 8-10 passenger w/wheelchair lift	
BUDGET SUMMARY	5	Yes, notes \$85K Fed and 15K ADA Match	
MATCH SOURCE DOCUMENTATION	5	Secured – By Board of County Commissioners once Grant is approved	
AUTHORIZING RESOLUTION	Appendix B	Yes, Douglas County Chairman Mark Gardner	
ADDITIONAL REVIEW CRITERIA			
	NOTES	NEW APPLICANT	DOCUMENT ON FILE
SAFETY PLAN / PTASP	N/A for DART	<input type="checkbox"/>	<input type="checkbox"/>
PROJECT TYPE/NEED IN TRANSIT PLAN	Received	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TRANSIT ASSET MANAGEMENT PLAN	Using NDOT TAM Plan. Per NDOT - Acceptable	<input checked="" type="checkbox"/>	<input type="checkbox"/>
TITLE VI PLAN		<input checked="" type="checkbox"/>	<input type="checkbox"/>
DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM AND GOAL	Referring to CAMPO's	<input checked="" type="checkbox"/>	<input type="checkbox"/>
VEHICLE MAINTENANCE POLICY (vehicle purchases)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
TRAINING POLICY		<input checked="" type="checkbox"/>	<input type="checkbox"/>
DRUG AND ALCOHOL POLICY (Vehicle Purchases or 5339 Grants Only)		<input checked="" type="checkbox"/>	<input type="checkbox"/>
ADA POLICY (vehicle/passengers' information)	Indicated it was provided with Vehicle Policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
RIDER POLICIES and INFORMATION (vehicle purchases)	Not provided. A search online found some information	<input type="checkbox"/>	<input type="checkbox"/>
EQUAL EMPLOYMENT OPPORTUNITY PLAN		<input checked="" type="checkbox"/>	<input type="checkbox"/>
COPY OF VEHICLE INSURANCE POLICY (Evidencing Commercial Liability, General Liability, Collision, and Comprehensive Liability Insurance, with a limit of not less than One Million and no/100 Dollars (\$1,000,000.00) per occurrence.)	Not provided. Assume Douglas County / DART has a policy	<input checked="" type="checkbox"/>	<input type="checkbox"/>
OTHER (Use of funding, benefit/impact to CAMPO, other potential funding opportunities, misc.)	Unclear if vehicle would only be used in CAMPO Region since DART operates across Douglas County. Other FTA funding sources could be used for vehicle purchases (5339) at similar match requirements. Additional coordination with NDOT on use of their TAM Plan and vehicle reporting is required.		