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October 21, 2021

This document is regarding the 2021 NOFO for 5339(b) Bus and Bus Facilities grant application submitted to WSDOT who will apply on behalf of the rural transits in Washington State.

Please accept this letter as acknowledgement that GTA has both restricted and non-restricted reserve funds in excess of the 20% required match amount of \$293,097 to fulfill their obligation as presented in the 2021 grant application.

If further verification or documentation is needed regarding this commitment please feel free to contact us and we will be glad to submit whatever is needed.

Bruce Reim, GTA Board Chair



October 14, 2021

FY 2021 Grants for Buses and Bus Facilities
FTA 5339(b) Matching Funds

Mark Bathrick
Grants for Buses and Bus Facilities Program Manager
Federal Transit Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, D.C. 20590

Dear Mr. Bathrick,

HopeSource, a 501(c)3 non-profit, has the technical and legal capacity to operate this program and will provide the 20% match component required for the two Central Transit fixed route replacement hybrid buses. The total match that has been put aside for this project is \$52,800.

Susan Grindle, CEO, HopeSource

Ariam Mehtsentu, CFO, HopeSource

Island Transit 2021 BUDGET SUMMARY

Account Number	Account Title	2019 Actual	2020 Budget	2020 Projected	2021 Budget	\$S Variance 2021 Budget vs. 2020 Budget	Pct. Variance 2021 Budget vs. 2020 Budget
Beginning Assigned Reserve Balances							
	Bus	3,257,548	3,568,375	3,568,375	3,263,611	(304,764)	-8.54%
	Van	483,317	595,430	595,430	851,078	255,648	42.94%
	Support Vehicle	304,887	122,601	122,601	274,119	151,518	123.59%
	Other Capital	1,232,835	2,437,910	2,437,910	2,642,374	204,464	8.39%
	Land Acquisition	-	-	-	-	-	-
	Fuel	-	-	-	200,000	200,000	-
	Emergency Operating	1,900,000	2,000,000	2,000,000	2,100,000	100,000	5.00%
Beginning Unassigned Reserve Balances							
	General Operating Cash	7,325,814	9,494,609	9,494,609	17,137,642	7,643,033	80.50%
Total Beginning Reserve Balances:		14,504,401	18,218,925	18,218,925	26,468,824	8,249,899	45.28%
Operating Revenues							
40107.000	Vanpool	371,335	371,746	224,501	186,000	(185,746)	-49.97%
40108.000	Bike Locker Rental	576	175	150	150	(25)	-14.29%
40704.000	Interest	295,324	232,500	223,490	172,800	(59,700)	-25.68%
40799.000	Miscellaneous	103,705	100,040	111,718	100,000	(40)	-0.04%
40821.000	Sales Tax	11,953,506	12,190,288	12,294,705	12,294,705	104,417	0.86%
41103.612	State Sales Tax Equalization - PTD0035D	1,896,009	1,455,994	1,611,106	1,554,455	98,461	6.76%
41103.613	State Paratransit Formula - PTD0035C	484,589	502,298	575,553	392,423	(109,876)	-21.87%
41103.616	TriCounty (411) & Everett Conn. (412) - PTD0035B	1,033,664	996,583	958,650	623,742	(372,841)	-37.41%
41103.617	Mobility Management Specialist - PTD0035A	59,730	70,214	59,249	37,771	(32,443)	-46.21%
41103.618	CARES Act - PTD0190	-	-	4,981,499	1,517,145	1,517,145	-
41103.619	Route Network Analysis - PTD0100	-	-	-	50,000	50,000	-
41199.000	Miscellaneous Operating Grants	3,500	2,500	-	2,500	-	0.00%
	Transfer From Fuel Reserve	-	-	-	-	-	-
	Transfer From Emergency Operating Reserve	-	-	-	-	-	-
Cash Generated from Operations:		16,201,938	15,922,339	21,040,621	16,931,691	1,009,352	6.34%
Operating Expenses							
50101	Salaries and Wages	5,441,154	5,815,308	5,076,003	5,801,808	(13,499)	-0.23%
50201	Medicare	87,874	99,761	80,544	99,553	(208)	-0.21%
50202	PERS State Pension	111,081	884,789	742,405	890,493	5,704	0.64%
50203	Medical / Dental Insurance	1,391,281	1,744,603	1,475,630	1,864,579	119,976	6.88%
50207	Unemployment Insurance	58,835	55,510	13,388	14,761	(40,749)	-73.41%
50208	Labor & Industries	185,316	191,224	162,363	186,622	(4,602)	-2.41%
50209	Sick Leave	243,281	283,771	247,023	295,095	11,324	3.99%
50210	Holiday	144,030	141,886	140,108	147,548	5,662	3.99%
50211	Vacation	2,649,264	384,290	308,302	505,214	20,924	5.44%
50212	Floating Holiday	125,328	158,905	132,020	151,623	(7,282)	-4.58%
50213	457 Deferred Compensation	275,178	340,970	257,013	338,320	(2,650)	-0.78%
50214	Sick Leave Buyout	20,330	88,060	43,083	42,002	(46,057)	-52.30%
50215	Vacation Leave Buyout	34,001	56,386	51,095	57,813	1,426	2.53%
50216	Life Insurance	3,028	4,036	2,896	4,028	(8)	-0.20%
50218	Family and Medical Leave	-	10,091	6,632	10,070	(21)	-0.21%
50303	Professional Services	116,485	241,002	190,056	307,548	66,546	27.61%
50303.001	Route Analysis - PTD0100	-	75,000	-	100,000	25,000	33.33%
50305	Repair & Maintenance Services	116,536	173,033	125,358	189,088	16,055	9.28%
50306	Other Contracts - Non-Federal Reimbursable	10,969	9,000	8,132	9,600	600	6.67%
50401	Fuel & Lubricants	741,624	1,087,081	412,115	987,779	(99,302)	-9.13%
50402	Tires & Tubes	78,416	101,000	43,042	101,000	-	0.00%
50495	Small Tools	7,511	22,100	6,247	22,374	274	1.24%
50497	Safety & Training Supplies	5,994	8,635	3,375	6,135	(2,500)	-28.95%
50498	COVID Supplies	-	-	286,353	274,750	274,750	-
50499	Operating Supplies	534,498	589,790	431,035	615,205	25,415	4.31%
50502	Communications	44,006	48,990	49,291	51,900	2,910	5.94%
50504	Utilities	100,258	119,180	87,206	117,680	(1,500)	-1.26%
50601	Insurance Premiums	469,321	515,900	415,159	400,000	(115,900)	-22.47%
50901	Licenses & Fees	179,035	189,735	205,504	234,510	44,775	23.60%
50902	Training	55,509	107,124	26,062	125,945	18,821	17.57%
50907	Marketing / Website	-	-	-	110,000	110,000	-
50908	Legal / Recruitment Media	11,017	14,890	16,332	19,000	4,110	27.60%
50909	Mobility Management	7,330	13,850	7,236	14,950	1,100	7.94%
50910	Board Payments	4,825	5,760	4,746	7,100	1,340	23.26%
50911	Risk Management Grant Expenses	-	2,500	2,500	2,500	-	0.00%
50999	Miscellaneous	7,632	21,400	6,756	70,405	49,005	229.00%
	Transfer To Fuel Reserve	-	200,000	200,000	200,000	-	0.00%
	Transfer To Emergency Operating Reserve	100,000	100,000	100,000	100,000	-	0.00%
Cash Used for Operations:		13,261,046	13,605,559	11,065,012	14,076,998	471,439	3.47%
Net Cash from Operations		2,940,892	2,316,780	9,975,609	2,854,693	537,913	23.22%

Island Transit 2021 BUDGET SUMMARY

Account Number	Account Title	2019 Actual	2020 Budget	2020 Projected	2021 Budget	\$S Variance 2021 Budget vs. 2020 Budget	Pct. Variance 2021 Budget vs. 2020 Budget
Capital Revenues							
41420.612	Radio Repeaters Upgrade - GCB2531B - 5311	-	8,906	-	8,906	-	0.00%
41420.615	4 Medium Buses - GCB2531A - 5311	1,580	-	-	-	-	
41420.617	22 Vanpool Vans - GCB2807 - VIP	199,082	-	-	-	-	
41420.618	Mobile Data, Cameras - GCB1375AB - 5311	-	49,461	-	-	(49,461)	
41420.620	Engine and Transmission Rebuilds - Non-Grant	17,678	-	-	-	-	
41420.622	Bus Stop & Camano LED - PTD0157 - 5311	8,462	33,315	33,092	-	(33,315)	
41420.624	5 Bus Shelters - GCB2585 - 5311	-	26,709	6,328	-	(26,709)	
41420.626	5 Small Propane Buses - GCB2601C - 5310	-	522,295	498,860	-	(522,295)	
41420.627	2 Medium Duty Biodiesel Buses - PTD0142A - 5311	-	322,756	-	322,756	-	0.00%
41420.628	3 Large Electric-Hybrid Buses - PTD0142B - 5311	-	2,031,226	2,031,226	-	(896)	-0.04%
41420.629	18 Bus Stop Benches - ACAC Grant	11,281	11,500	-	17,575	6,075	52.83%
41420.630	10 Small Para Propane Buses - PTD0010 - 5339	-	940,432	4,323	-	(940,432)	
41420.635	2 Large Diesel Buses - 5339	-	824,866	-	824,866	-	0.00%
41420.636	1 Propane Evacuation System - 5339	-	6,853	-	6,853	-	0.00%
41420.637	1 Refrigerant Evacuation Machine - 5339	-	16,349	-	-	(16,349)	
41420.638	1 Parts Washer - 5339	-	14,451	-	-	(14,451)	
41420.642	39 Bus Annunciators - RMG Grant Application	-	-	-	417,907	417,907	
41420.643	1 Large Biodiesel Bus - 5339	-	-	-	488,989	488,989	
41420.644	3 Medium Buses - Replacement - Consol. RM App.	-	-	-	465,653	465,653	
41420.645	1 Medium Buses - Expansion - Consol. RM Grant App.	-	-	-	155,218	155,218	
41420.646	9 Small Buses - Expansion - Consol. RM Grant App.	-	-	-	1,123,762	1,123,762	
41420.647	5 Large Hybrid Diesel Buses - Replacement - Consol. RM App.	-	-	-	3,443,510	3,443,510	
	Transfer from Bus Reserve	487,989	1,251,393	1,630,174	1,881,055	629,662	50.32%
	Transfer from Van Reserve	(24,044)	-	-	-	-	
	Transfer from Support Vehicle Reserve	222,666	160,000	-	90,000	(70,000)	-43.75%
	Transfer from Other Capital Reserve	74,206	361,691	95,536	816,713	455,022	125.80%
	Transfer from Land Acquisition Reserve	-	-	-	-	-	
Cash Reimbursements for Capital:		1,952,863	4,809,119	2,573,829	7,275,994	2,466,875	51.30%
Capital Expenses							
51001	Miscellaneous Capital Projects	-	-	7,947	-	7,947	
51001.002	Mobile Data, Cameras - GCB1375AB - 5311	-	57,181	-	-	(57,181)	
51001.005	Radio Repeater Upgrade - GCB2531B - 5311	-	10,296	-	10,296	-	0.00%
51001.011	IT Equipment - Non-Grant	53,867	134,000	107,071	180,000	46,000	34.33%
51001.012	Engine / Transmission Rebuilds - Non-Grant	63,602	91,000	-	69,000	(22,000)	-24.18%
51001.017	9 Bike Lockers - GCB3060A - 5311	333	-	-	-	-	
51001.018	5 Bus Shelters - GCB2585 - 5311	7,316	30,877	-	-	(30,877)	
51001.020	22 Vanpool Vans - GCB2807 - VIP	175,038	-	-	-	-	
51001.021	5 Small Propane Buses - GCB2601C - 5310	5,150	652,869	618,531	-	(652,869)	
51001.022	7 Medium Buses - GCB2601B - RMC	1,164,248	-	-	-	-	
51001.023	2 Large Buses - GCB2601A - 5339	972,974	-	-	-	-	
51001.024	10 Small Para Propane Buses - PTD0010 - 5339	1,851	1,175,540	1,134,339	-	(1,175,540)	
51001.025	Bus Shelters LED Lighting - PTD057 - 5311	16,113	12,555	-	-	(12,555)	
51001.026	Camano Base LED Lighting - PTD0157B - 5311	20,760	20,760	-	-	(20,760)	
51001.027	2 Medium Biodiesel Buses - PTD0142A - 5311	-	403,445	-	403,445	-	0.00%
51001.028	3 Large Electric-Hybrid Buses - PTD0142B - 5311	9,762	2,539,032	2,411,713	-	(2,539,032)	
51001.035	2 Large Diesel Buses - 5339	-	1,031,082	-	1,031,082	-	0.00%
51001.036	1 Propane Evacuation System - 5339	-	8,566	-	8,566	-	0.00%
51001.037	1 Refrigerant Evacuation Machine - 5339	-	20,436	14,266	-	(20,436)	
51001.038	1 Parts Washer - 5339	-	18,064	5,672	-	(18,064)	
51001.041	18 Bus Stop Benches - ACAC Grant	11,281	11,500	-	17,575	6,075	52.83%
51001.042	39 Bus Annunciators - RMG Grant Application	-	-	-	522,384	522,384	
51001.043	1 Large Biodiesel Bus - 5339	-	-	-	611,236	611,236	
51001.044	3 Medium Buses - Replacement - Consol. RM Grant Application	-	-	-	582,066	582,066	
51001.045	1 Medium Buses - Expansion - Consol. RM Grant Application	-	-	-	194,022	194,022	
51001.046	9 Small Buses - Expansion - Consol. RM Grant Application	-	-	-	1,404,702	1,404,702	
51001.047	5 Large Hybrid Diesel Buses - Replacement - Consol. RM App.	-	-	-	4,304,388	4,304,388	
51001.095	Capital Equipment - Hybrid Maint. Upgrade - Non-Grant	-	-	-	75,000	75,000	
51001.097	Buildings - Non-Grant	-	130,000	-	460,000	330,000	253.85%
51001.098	Support Vehicles - Non-Grant	222,666	80,000	-	90,000	10,000	12.50%
51001.099	Park & Ride Improvements - Non-Grant	-	75,000	-	100,000	25,000	33.33%
	Transfer To Bus Reserve	798,816	1,325,410	1,325,410	1,082,543	(242,867)	-18.32%
	Transfer To Van Reserve	88,069	255,648	255,648	34,590	(221,057)	-86.47%
	Transfer To Support Vehicle Reserve	40,380	151,518	151,518	37,794	(113,724)	-75.06%
	Transfer To Other Capital Reserve	1,279,281	300,000	300,000	300,000	-	0.00%
	Transfer To Land Acquisition Reserve	-	-	-	3,000,000	3,000,000	
Cash Spent on Capital:		2,724,961	6,502,203	4,299,539	10,063,762	3,561,559	54.77%
Net Cash from Capital		(772,098)	(1,693,084)	(1,725,710)	(2,787,768)	(1,094,684)	64.66%

Island Transit 2021 BUDGET SUMMARY

Account Number	Account Title	2019 Actual	2020 Budget	2020 Projected	2021 Budget	\$ \$ Variance 2021 Budget vs. 2020 Budget	Pct. Variance 2021 Budget vs. 2020 Budget
Net Change in Cash		2,168,794	623,696	8,249,899	66,925	(556,771)	-89.27%
Ending Assigned Reserve Balances							
	Bus	3,568,375	3,642,392	3,263,611	2,465,099	(1,177,293)	-8.54%
	Van	595,430	851,078	851,078	885,668	34,590	42.93%
	Support Vehicle	122,601	114,119	274,119	221,913	107,794	123.59%
	Other Capital	2,437,910	2,376,219	2,642,374	2,125,661	(250,558)	8.39%
	Land Acquisition	-	-	-	3,000,000	3,000,000	
	Fuel	-	200,000	200,000	400,000	200,000	
	Emergency Operating	2,000,000	2,100,000	2,100,000	2,200,000	100,000	5.00%
Ending Unassigned Reserve Balances							
	General Operating Cash	9,494,608	9,558,813	17,137,642	15,237,407	5,678,594	80.50%
Total Ending Reserve Balances:		18,218,925	18,842,621	26,468,824	26,535,748	7,693,127	45.28%

October 11, 2021



Nuria Fernandez
Administrator
Federal Transit Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

Re: Federal Transit Administration Section 5339(b) Grants for Buses and Bus Facilities –
Washington State Department of Transportation

Dear Administrator Fernandez:

People For people commits \$42,000.00 to purchase three 5-passenger, ADA accessible vans. The cost for the three vehicles is \$210,000, People For People will provide is 20% of the total project cost for a total commitment of \$42,000.00. People For People will utilize Agency Unrestricted Reserves to provide the 20% cash match to replace the aging vehicles. The replacement vans will be more fuel efficient with lower emissions and will assure safe and reliable transportation service to fragile passengers. The severe weather conditions in our region can pose a serious threat to the health of riders if a break down occurs in the rural and remote region of central Washington.

The three replacement vehicles will support the safe and continued operation of special needs transportation that allows individuals to remain independent and reside in their rural communities.

Sincerely,

A handwritten signature in black ink that reads 'Madelyn Carlson'. The signature is written in a cursive, flowing style.

Madelyn Carlson
People For People, CEO

Twin Transit

Budget Capital Expenditures	2022 Proposed
Estimated Beginning Fund Balance	\$656,349

Revenue	2022 Proposed
WSDOT Green Technologies - Mellen St P&R	\$469,599
WSDOT Green Technologies - Exit 68	\$2,109,586
Grants - Other Federal FTA 5339	\$91,543
Grants - Other Federal FTA 5339	\$568,000
Paratransit/Special Needs Formula	\$413,793
Department of Ecology Grant	\$331,650
Local Transit Sales Tax (Matching Funds)	372,000
Cash Inflow: Transfer from Operating	200,000
Total Revenue	\$5,212,520

Expenditures	2022 Proposed
Bus Pullouts	\$100,000
0 N National Ave TRSTN 2	\$375,000
PT Bus - 5339B	\$114,429
Vehicle Fabrication Equipment	\$50,000
Fluid filling system (air)	\$30,000
2-post lift	\$11,000
Bus/Vehicle/Equipment Lift	\$220,000
Admin Vehicle	\$35,000
DARTT Vehicles - Wheelchair Vans	\$240,000
Electric Bus	\$737,000
Cameras	\$12,302
Fleet Contingency	\$50,000
Green Technologies 2020 Total Project Cost	\$602,050
Green Technologies Exit 68 Total Project Cost	\$1,919,983
Bond Payment	\$174,651
Total Expenses	\$4,671,415

Estimated Ending Fund Balance	\$541,105
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