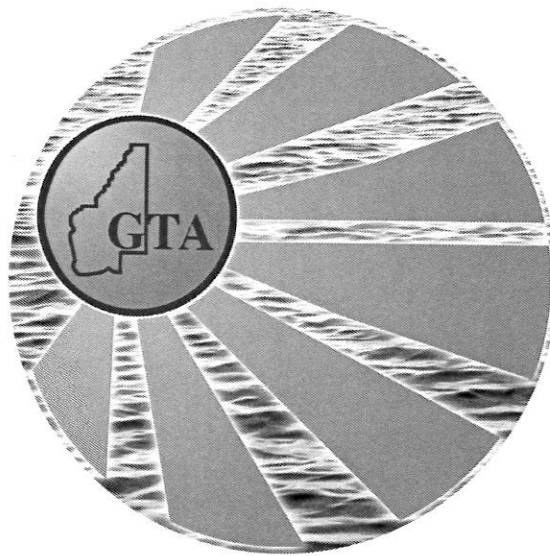


# Grant Transit Authority

Grant County, Washington

## Transit Development Plan

2014 – 2019 and 2013 Annual Report



Date of Public Hearing: July 31, 2014

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## INTRODUCTION

Grant Transit Authority's 2014 Six-Year Transit Development Plan establishes the agency's direction over the next six years and provides tools necessary to guide future transit service in the Grant County Public Transportation Benefit Area (PTBA). The Plan conforms to the State Public Transportation Policy Objectives and supports local comprehensive planning and economic objectives within Grant County.

## SECTION I: ORGANIZATION

Grant Transit Authority (GTA) is the Public Transportation Benefit Area authorized in Chapter 36.57A RCW, located in Grant County, Washington. Grant Transit Authority began providing public transportation services in November 1996. The GTA system map appears in the Appendix, showing the extent of our service area. As of December 31, 2013, the nine member GTA Board of Directors consists of one Grant County Commissioner, one mayor representing the community of Wilson Creek, six City Council Members representing the communities of Quincy, Ephrata, Soap Lake, Coulee City, Electric City, and Moses Lake. The GTA Executive Board normally holds open public meetings on the third Thursday at GTA's Administration Office located at 8392 Westover Blvd, Moses Lake, WA.

### Grant Transit Authority Transit Development Plan 2014-2019

#### Board of Directors

Kathy Bohnet, Chair  
Mayor, Wilson Creek

Dick Deane, Vice Chair  
Councilman, Moses Lake

Darla Haworth  
Councilwoman, Warden

Bruce Reim  
Councilman, Ephrata

Richard Heiberg  
Mayor, Coulee City

John Hillman  
Councilman, Soap Lake

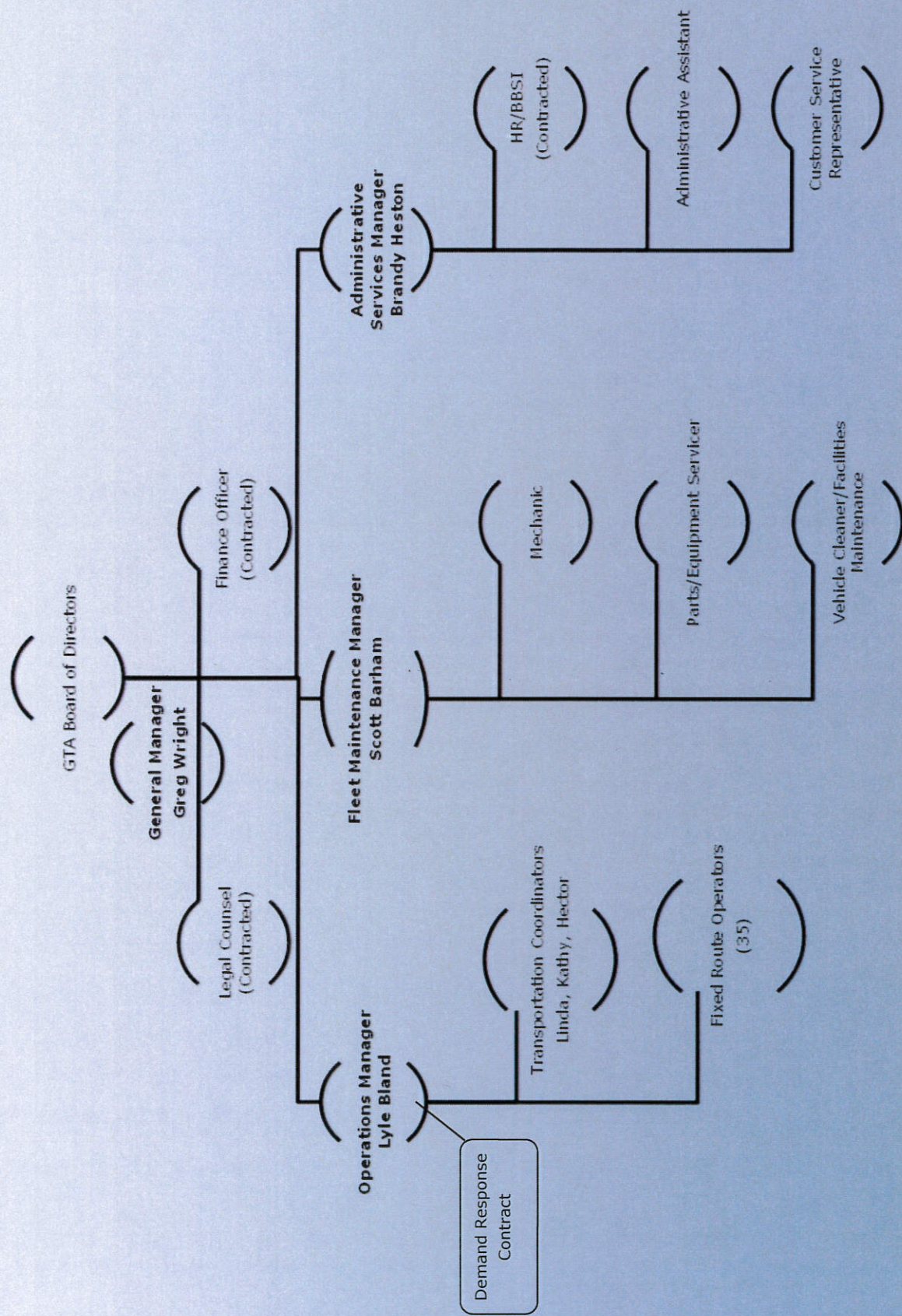
Robert Rupe  
Councilman, Electric City

Manuel Guerrero  
Councilman, Quincy

Carolann Swartz  
Grant County Commissioner



# Grant Transit Authority Org Chart



As of December 31, 2013, GTA employed 23 Fixed Route Coach Operators, 3 Supervisory Staff, 4 Maintenance/Facilities Staff, 2 Administrative Staff, and 4 Executive Management Staff. John Friend is GTA's contracted Finance Officer. Michael Wyman is GTA's contracted legal counsel.

People For People, Moses Lake, employs drivers under the Demand-Response Transportation Services Agreement with Grant Transit Authority. Staffing consists of 8 drivers and 4 dispatch and administrative staff. The contractor, People For People, provides operators, dispatch, and scheduling functions.

## SECTION II: PHYSICAL PLANT

The Grant Transit Authority Maintenance, Operations and Administration Facility (MOA) is located at 8392 Westover Blvd NE, Moses Lake, Washington 98837.

## SECTION III: SERVICE CHARACTERISTICS

In 2013, Grant Transit Authority provided the following types of transportation services:

- Fixed Route (Deviated) service is directly operated by Grant Transit Authority and is structured around transit hubs located in high pedestrian traffic areas and provided along 11 routes throughout Grant County 5 days a week. Commuter service is provided to major employment centers and agricultural processing plants 7 days per week. All fixed route buses are accessible and include bike racks that are available year-round, with 3,613 bike loadings in 2013.
- Demand-Response is contracted with and operated by People For People and is the ADA, next-day ride service that is provided to eligible individuals in the community that, due to a disability, are unable to access or use the fixed route system. Eligible users are required to call in advance of their trip to inform GTA of the origin, destination and time of the trip. Demand-Response service is a shared ride service so the rider may be required to remain on the bus while other passengers are picked up and/or dropped off on the way to the rider's destination.
- The Vanpool Program is a transportation alternative service for individuals who share a similar commute pattern with the trip originating in or ending in Grant County. A vanpool group consists of 5 to 12 individuals who pay a monthly fee plus a mileage charge. Grant Transit Authority currently has 14 active vanpool groups.
- The Health Express Shuttle is a partnership with Confluence Health, Grant Transit Authority, People For People, WSDOT, and the Columbia Basin Cancer Foundation that provides transportation from the Columbia Basin Hospitals to Confluence Health in Wenatchee where cancer patients receive radiation therapy. The Health Express Shuttle operates Monday through Friday.



\*GTA fare structure, per boarding is:

Deviated fixed route, age 18-54 years	\$1.00
Deviated fixed route, age 60 or over	\$ .50
Deviated fixed route, ADA certified	\$1.00
Non-route paratransit, ADA certified	\$1.00

\*GTA monthly pass fees are as follows:

Deviated fixed route, age 18-54 years	\$25.00
Deviated fixed route, age 60 or over	\$15.00
Deviated fixed route, student	\$20.00

\*GTA Vanpool fees are as follows:

12 Passenger Van	\$270 per month, plus \$.25 per mile
7 Passenger Van	\$240 per month, plus \$.25 per mile

#### SECTION IV: SERVICE CONNECTIONS

Grant Transit Authority provides service to the following public transportation facilities:

- Rail: Amtrak Depot, Ephrata, for Amtrak Rail passenger service
- Air: Grant County International Airport – Moses Lake
- Bus: Greyhound, Ernie's Truck Stop in Moses Lake
- Bus: NW Trailways, Ernie's Truck Stop in Moses Lake, Shell Station in Ephrata
- Bus: People For People – Community Connector – Pheasant Run in Warden
- Bus: People For People – Community Connector – Grand Coulee
- Bus: Columbia Station – Link Transit – Wenatchee
- Bus: WSDOT Intercity Bus Program/Apple Line – George

GTA provides services convenient to most of the public schools within our service area but does not provide public school transportation. Grant Transit Authority also serves Big Bend Community College, area hospitals and three park and ride lots.

#### SECTION V: ACTIVITIES IN 2013

**Effective Transportation Delivery:** The GTA Staff, in conjunction with People for People management staff, meet & review ridership statistics throughout the year to identify ways of transporting more passengers most effectively with the least increase in cost. In 2013, GTA continued to strive for increased ridership yet keeping the most cost effective operation as possible while conforming to the State Public Transportation Policy objectives.

**Special Needs Implementation:** In 2013 GTA continued to receive Rural Mobility and Special Needs Grant funding which the GTA board has decided to use on the Special Needs/ADA & Auxiliary Programs.

Coordinated Public Transit Human Services Transportation Plan: GTA participates with a consortium of agencies working with identifying the special needs of the four counties consisting of Grant, Lincoln, Adams and Kittitas counties, and submitted a successful grant through the Washington State Department of Transportation's 2013-2015 Consolidated Grant Program for special needs transportation. Grant Transit Authority will submit a grant through the WSDOT Consolidated Grant Program for the 2015-2017 biennium.

## SECTION VI: PROPOSED ACTION STRATEGIES, 2014-2019

The proposed changes in Section VI, below, reflect upon the following state public transportation policy objectives:

### Preserve Existing Public Transportation Service Levels

Grant Transit Authority ensures that the transportation system operates effectively, efficiently and predictably and annually conducts a systematic review of all routes and ridership. GTA continues to look at increasing ridership with the use of vanpooling and currently has 14 active groups in service. GTA participates in the QUADCO RTP0/4-County Planning Group working through the establishment of a locally developed, coordinated public transit-human services transportation plan. GTA will work closely with local human-service agencies, QUADCO RTP0, WSDOT, and other transportation agencies to implement this plan.

Special Needs transportation will continue to be provided by GTA within our service area as mandated by the Americans with Disabilities Act. As with all transportation systems within Washington State, funding is limited but will be used to maximize the benefit to the public. GTA, with its demand response contractor, continue to work together to streamline paratransit operations in order to provide additional trips using existing resources.

### Preserve/Improve Existing Public Transportation Facilities and Equipment

GTA maintains facilities in accordance with its Asset Management Plan and developed a fleet replacement schedule with an emphasis on extending the useful life of buses past the federal requirement. GTA purchased 3 used buses in 2013 from a neighboring transit system and have put them in revenue service in an effort to fill a gap with fleet needs. In addition, 2 new cutaway buses were purchased. GTA has begun to address the need to develop a transit center in Moses Lake and will submit a Regional Mobility Grant in the fall of 2014 for funding.

### Integrate Public Transportation Services into a Linked-Coordinated System

GTA has established bus stops at Northwestern Trailways boarding locations in Moses Lake and Ephrata, the Amtrak Station in Ephrata, Grant County International Airport in Moses Lake (upon request), WSDOT's Apple Line in George, and connects with Link Transit at Columbia Station in Wenatchee (Health Express Shuttle). In addition, GTA connects to People For People's Community Connectors in Warden and Grand Coulee.

### Stewardship of the Environment

GTA will work towards continuously improving the quality, effectiveness, and efficiency of the transportation system by purchasing low-emission vehicles when replacing or expanding the fleet. All buses run on ultra-low sulfur diesel helping meet air quality standards. GTA reduced local carbon footprint through the reduction of single-occupant vehicles and will continue to improve upon its efforts to maintain and improve.

General Economic Improvement

GTA will continue to strive to implement ridership increases which will result in a 3-5 percent increase in fare box revenue over the next 5 years.

# SECTION VII: PROPOSED CHANGES, 2014-2019

2014	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	Purchase Real Estate-ML Transit Center Purchase Bus Lifts Bus Stop Upgrades
Equipment	Replace 2 Buses Replace 2 Cradles Replace 4 Vanpool Vans	No Change
2015	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	ML Transit Center Bus Stop Upgrades
Equipment	Replace 2 Cradles Replace 2 Vanpool Vans	No Change
2016	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	ML Transit Center
Equipment	Replace 2 Cradles Replace 2 Vanpool Vans Replace 1 Staff Vehicle Replace 2 Buses	No Change
2017	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	Bus Stop Upgrades
Equipment	Replace 2 Vanpool Vans	No Change



2018	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	No Change
Equipment	Replace 2 Vanpool Vans Replace 1 Maintenance Vehicle	No Change

2019	Preservation	Expansion
Service	No Change	No Change
Facilities	No Change	Bus Stop Upgrades
Equipment	Replace 2 Buses Replace 2 Vanpool Vans	No Change

## SECTION VIII: CAPITAL IMPROVEMENT PROGRAM

(All figures in thousands of dollars)

Preservation	2014	2015	2016	2017	2018	2019
Maintenance/Equipment	50	60	60	0	0	0
Cutaway Buses	300	0	0	0	0	0
Moses Lake Transit Center	0	0	0	0	0	0
Transit Shelter/Stop Upgrades	0	0	0	0	0	0
Transit Buses	0	0	900	0	0	900
Vanpool Vans	100	60	60	60	60	60
Service/Staff Vehicles	0	0	25	0	40	0
Totals	450	120	1045	60	100	960

Expansion	2014	2015	2016	2017	2018	2019
Maintenance Equipment	50	0	0	0	0	0
Cutaway Buses	0	0	0	0	0	0
Moses Lake Transit Center	350	750	500	0	0	0
Transit Shelter/Stop Upgrades	5	10	0	10	0	10
Transit Buses	0	0	0	0	0	0
Vanpool Vans	0	0	0	0	0	0
Service/Staff Vehicles	0	0	0	0	0	0
Totals	405	760	500	10	0	10

## SECTION IX: OPERATING DATA, 2014-2019

(All figures, except 2013, in thousands of units)

<u>Fixed/Deviated Routes</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Vehicle hours	34,177	35	35	36	36	36	36
Vehicle revenue hours	30,006	30	30	31	31	31	31
Vehicle miles	912,322	915	915	920	920	920	920
Vehicle revenue miles	907,037	920	920	925	925	925	925
Passenger trips	227,524	230	230	235	235	235	240
Fatalities	0						
Reportable injuries	1						
Collisions	1						
Diesel Fuel Consumed	119,314						

<u>Demand-Response</u>	<u>2013</u>	<u>2014</u>	<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>
Vehicle hours	8,627	9	9	8	8	7	7
Vehicle revenue hours	7,075	8	8	7	7	7	7
Vehicle miles	136,793	135	135	130	130	120	110
Vehicle revenue miles	109,174	100	100	105	105	95	95
Passenger trips	15,253	15	15	15	14	14	12
Fatalities	0						
Reportable injuries	0						
Collisions	0						
Gasoline Fuel Consumed	19,102						

**Section X: Operating Revenues and Expenditures, 2013-2019**

(All figures, except 2013, in thousands of dollars)

2013	Contingency/ Working Capital Capital/Vehicle Operations Replacement Facility Reserve				Total
	General Fund	Capital Reserve	Reserve	Reserve	
<b>Beginning Balance</b>	2,064,899	800,000			2,864,899
<b>Revenues</b>					
Sales Tax	3,960,221				3,960,221
Farebox & Vanpools	283,161				283,161
Sales Tax Equalization					
State Operating Grants	161,200				161,200
Other	195,691				195,691
Contribution to Accounts		700,000	889,305	334,435	1,923,740
<b>Total Available</b>	6,665,172	1,500,000	889,305	334,435	9,388,912
<b>Operating Expenses</b>					
Vanpool P&M					
Fixed Route P&M	2,122,244				2,122,244
Fixed Route Sys Expand					
Route Deviation P&M					
Route Dev Sys Expand					
Paratransit ADA P&M	157,882				157,882
Paratransit ADA Sys Exp					
Demand Response	1,137,376				1,137,376
Annual Depreciation	468,190				468,190
Contribution to Accounts	1,923,740				1,923,740
<b>Total Expenses</b>	5,809,432	-	-	-	5,809,432
Add Back Depreciation	468,190				468,190
<b>Net Cash Available</b>	1,323,930	1,500,000	889,305	334,435	4,047,670
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark					
5309 Federal State Passthru			264,583		264,583
5311 ARRA - Capital Facility					
State Van Pool Funding					
<b>Total Capital Revenue</b>	-	-	264,583	-	264,583
<b>Obligations</b>					
<b>System P&amp;M</b>					
Purchase 2 New buses			334,635		334,635
Purchase 2 Bus Shelters				12,530	12,530
Purchase 3 Buses			5,101		5,101
Purchase Facility Equipment				20,559	20,559
Engine Overhaul (#3101)			19,878		19,878
Engine Overhaul (#3104)			21,975		21,975
<b>System Expansion</b>					
Expand Fleet Parking Lot				37,434	37,434
Operations & Maintenance Base				13,912	13,912
Purchase Staff Vehicle			15,058		15,058
Purchase 2 Road Sup Vehicles			7,241		7,241
<b>Total Capital Obligations</b>	-	-	403,888	84,435	488,323
<b>Ending Cash Balance 12/31</b>	1,323,930	1,500,000	750,000	250,000	3,823,930

2014

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	1,324	1,500	750	250	3,824
<b>Revenues</b>					
Sales Tax	4,079				4,079
Farebox & Vanpools	292				292
Sales Tax Equalization					
State Operating Grant- AUX	166				166
Other	82				82
Contribution to Accounts			210	405	615
<b>Total Available</b>	5,943	1,500	960	655	9,058
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	2,292				2,292
Fixed Route Sys Expand					
Route Deviation P&M					
Route Dev Sys Expand					
Paratransit ADA P&M	171				171
Paratransit ADA Sys Exp					
Demand Response	1,228				1,228
Annual Depreciation	498				498
Contribution to Accounts	615				615
<b>Total Expenses</b>	4,804	-	-	-	4,804
Add Back Depreciation	498				498
<b>Net Cash Available</b>	1,637	1,500	960	655	4,752
<b>Capital Revenue</b>					
5316 JARC					
5309 Earmark State Pass-thru					
5309 Federal Direct Earmark			240		240
State Vanpool Funding					
<b>Total Capital Revenue</b>	-	-	240	-	240
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Buses			300		300
Replace 2 Cradles			50		50
Replace 4 Vanpool Vans			100		100
<b>System Expansion</b>					
Purchase Bus Lifts				50	50
Purchase property for Moses Lake Transit Center				350	350
Bus Stop Upgrades				5	5
<b>Total Capital Obligations</b>	-	-	450	405	855
<b>Ending Cash Balance 12/31</b>	1,637	1,500	750	250	4,137

**Footnotes:**

Assumes growth in sales tax revenue of: 3%  
Assumes growth in fare box recovery of: 3%  
Assumes growth in operation cost of: 8%



2015

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	1,637	1,500	750	250	4,137
<b>Revenues</b>					
Sales Tax	4,201				4,201
Farebox & Vanpools	300				300
Sales Tax Equalization					
Federal Operating Grants					
State Operating Grant- AUX	171				171
Other	85				85
Contribution to Accounts			84	160	244
<b>Total Available</b>	<u>6,394</u>	<u>1,500</u>	<u>834</u>	<u>410</u>	<u>9,138</u>
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	2,475				2,475
Fixed Route Sys Expand					
Route Deviation P&M					
Route Deviation Sys Expand					
Paratransit ADA P&M	185				185
Paratransit ADA Sys Expand					
Demand Response	1,327				1,327
Annual Depreciation	516				516
Contribution to Accounts	244				244
<b>Total Expenses</b>	<u>4,747</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>4,747</u>
Add Back Depreciation	516				516
<b>Net Cash Available</b>	<u>2,163</u>	<u>1,500</u>	<u>834</u>	<u>410</u>	<u>4,907</u>
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark				600	600
5309 Earmark State Pass-thru					
State Vanpool Funding			36		36
<b>Total Capital Revenue</b>	<u>-</u>	<u>-</u>	<u>36</u>	<u>600</u>	<u>636</u>
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Cradles			60		60
Replace 2 Vanpool Vans			60		60
<b>System Expansion</b>					
Moses Lake Transit Center				750	750
Bus Stop Upgrades				10	10
<b>Total Capital Obligations</b>	<u>-</u>	<u>-</u>	<u>120</u>	<u>760</u>	<u>880</u>
<b>Ending Cash Balance 12/31</b>	<u>2,163</u>	<u>1,500</u>	<u>750</u>	<u>250</u>	<u>4,663</u>

**Footnotes:**

Assumes growth in sales tax revenue of: 3%  
Assumes growth in fare box recovery of: 3%  
Assumes growth in operation cost of: 8%

2016

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	2,163	1,500	750	250	4,663
<b>Revenues</b>					
Sales Tax	4,327				4,327
Farebox & Vanpools	309				309
Sales Tax Equalization					
Federal Operating Grants					
State Operating Grant- AUX	176				176
Other	88				88
Contribution to Accounts			289	100	389
<b>Total Available</b>	<b>7,063</b>	<b>1,500</b>	<b>1,039</b>	<b>350</b>	<b>9,952</b>
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	2,673				2,673
Fixed Route Sys Expand					
Route Deviation P&M					
Route Deviation Sys Expand					
Paratransit ADA P&M	199				199
Paratransit ADA Sys Expand					
Demand Response	1,433				1,433
Annual Depreciation	589				589
Contribution to Accounts	389				389
<b>Total Expenses</b>	<b>5,283</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,283</b>
Add Back Depreciation	589				589
<b>Net Cash Available</b>	<b>2,369</b>	<b>1,500</b>	<b>1,039</b>	<b>350</b>	<b>5,258</b>
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark			720	400	1,120
5309 Federal (State Passthru)					
State Vanpool Funding			36		36
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>756</b>	<b>400</b>	<b>1,156</b>
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Buses			900		900
Replace 2 Cradles			60		60
Replace 2 Vanpool Vans			60		60
Replace 1 Staff Vehicle			25		25
<b>System Expansion</b>					
Moses Lake Transit Center				500	500
<b>Total Capital Obligations</b>	<b>-</b>	<b>-</b>	<b>1,045</b>	<b>500</b>	<b>1,545</b>
<b>Ending Cash Balance 12/31</b>	<b>2,369</b>	<b>1,500</b>	<b>750</b>	<b>250</b>	<b>4,869</b>

**Footnotes:**

Assumes growth in sales tax revenue of: 3%  
Assumes growth in fare box recovery of: 3%  
Assumes growth in operation cost of: 8%

2017

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	2,369	1,500	750	250	4,869
<b>Revenues</b>					
Sales Tax	4,457				4,457
Farebox & Vanpools	318				318
Sales Tax Equalization					
Federal Operating Grants					
State Operating Grant- AUX	181				181
Other	91				91
Contribution to Accounts			24	10	34
<b>Total Available</b>	<b>7,416</b>	<b>1,500</b>	<b>774</b>	<b>260</b>	<b>9,950</b>
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	2,887				2,887
Fixed Route Sys Expand					
Route Deviation P&M					
Route Deviation Sys Expand					
Paratransit ADA P&M	215				215
Paratransit ADA Sys Expand					
Demand Response	1,547				1,547
Annual Depreciation	589				589
Contribution to Accounts	34				34
<b>Total Expenses</b>	<b>5,272</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,272</b>
Add Back Depreciation	589				589
<b>Net Cash Available</b>	<b>2,733</b>	<b>1,500</b>	<b>774</b>	<b>260</b>	<b>5,267</b>
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark					
5309 Federal (State Passthru)					
State Vanpool Funding			36		36
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>36</b>	<b>-</b>	<b>36</b>
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Vanpool Vans			60		60
<b>System Expansion</b>					
Bus Stop Upgrades				10	10
<b>Total Capital Obligations</b>	<b>-</b>	<b>-</b>	<b>60</b>	<b>10</b>	<b>70</b>
<b>Ending Cash Balance 12/31</b>	<b>2,733</b>	<b>1,500</b>	<b>750</b>	<b>250</b>	<b>5,233</b>

**Footnotes:**

Assumes growth in sales tax revenue of: 3%  
Assumes growth in fare box recovery of: 3%  
Assumes growth in operation cost of: 8%

2018

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	2,733	1,500	750	250	5,233
<b>Revenues</b>					
Sales Tax	4,591				4,591
Farebox & Vanpools	328				328
Sales Tax Equalization					
Federal Operating Grants					
State Operating Grant- AUX	186				186
Other	94				94
Contribution to Accounts			64		64
<b>Total Available</b>	<b>7,932</b>	<b>1,500</b>	<b>814</b>	<b>250</b>	<b>10,496</b>
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	3,118				3,118
Fixed Route Sys Expand					
Route Deviation P&M					
Route Deviation Sys Expand					
Paratransit ADA P&M	232				232
Paratransit ADA Sys Expand					
Demand Response	1,671				1,671
Annual Depreciation	589				589
Contribution to Accounts	64				64
<b>Total Expenses</b>	<b>5,674</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>5,674</b>
Add Back Depreciation	589				589
<b>Net Cash Available</b>	<b>2,847</b>	<b>1,500</b>	<b>814</b>	<b>250</b>	<b>5,411</b>
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark					
5309 Federal (State Passthru)					
State Vanpool Funding			36		36
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>36</b>	<b>-</b>	<b>36</b>
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Vanpool Vans			60		60
Replace 1 Maintenance Vehicle			40		40
<b>System Expansion</b>					
<b>Total Capital Obligations</b>	<b>-</b>	<b>-</b>	<b>100</b>	<b>-</b>	<b>100</b>
<b>Ending Cash Balance 12/31</b>	<b>2,847</b>	<b>1,500</b>	<b>750</b>	<b>250</b>	<b>5,347</b>

**Footnotes:**

Assumes growth in sales tax revenue of: 3%  
Assumes growth in fare box recovery of: 3%  
Assumes growth in operation cost of: 8%



2019

	General Fund	Contingency/ Working Capital Reserve	Capital/Vehicle Replacement Reserve	Operations Facility Reserve	Total
<b>Beginning Balance</b>	2,847	1,500	750	250	5,347
<b>Revenues</b>					
Sales Tax	4,729				4,729
Farebox & Vanpools	338				338
Sales Tax Equalization					
Federal Operating Grants					
State Operating Grant- AUX	192				192
Other	97				97
Contribution to Accounts			204	10	214
<b>Total Available</b>	<b>8,203</b>	<b>1,500</b>	<b>954</b>	<b>260</b>	<b>10,917</b>
<b>Operating Expenses</b>					
Vanpool P&M					
Vanpool Sys Exp					
Fixed Route P&M	3,367				3,367
Fixed Route Sys Expand					
Route Deviation P&M					
Route Deviation Sys Expand					
Paratransit ADA P&M	251				251
Paratransit ADA Sys Expand					
Demand Response	1,805				1,805
Annual Depreciation	649				649
Contribution to Accounts	214				214
<b>Total Expenses</b>	<b>6,286</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>6,286</b>
Add Back Depreciation	649				649
<b>Net Cash Available</b>	<b>2,566</b>	<b>1,500</b>	<b>954</b>	<b>260</b>	<b>5,280</b>
<b>Capital Revenue</b>					
5316 JARC					
5309 Federal Direct Earmark			720		720
5309 Federal (State Passthru)					
State Vanpool Funding			36		36
<b>Total Capital Revenue</b>	<b>-</b>	<b>-</b>	<b>756</b>	<b>-</b>	<b>756</b>
<b>Obligations</b>					
<b>System P&amp;M</b>					
Replace 2 Buses			900		900
Replace 2 Vanpool Vans			60		60
<b>System Expansion</b>					
Bus Stop Upgrades				10	10
<b>Total Capital Obligations</b>	<b>-</b>	<b>-</b>	<b>960</b>	<b>10</b>	<b>970</b>
<b>Ending Cash Balance 12/31</b>	<b>2,566</b>	<b>1,500</b>	<b>750</b>	<b>250</b>	<b>5,066</b>

**Footnotes:**

Assumes growth in sales tax revenue of: 3%

Assumes growth in fare box recovery of: 3%

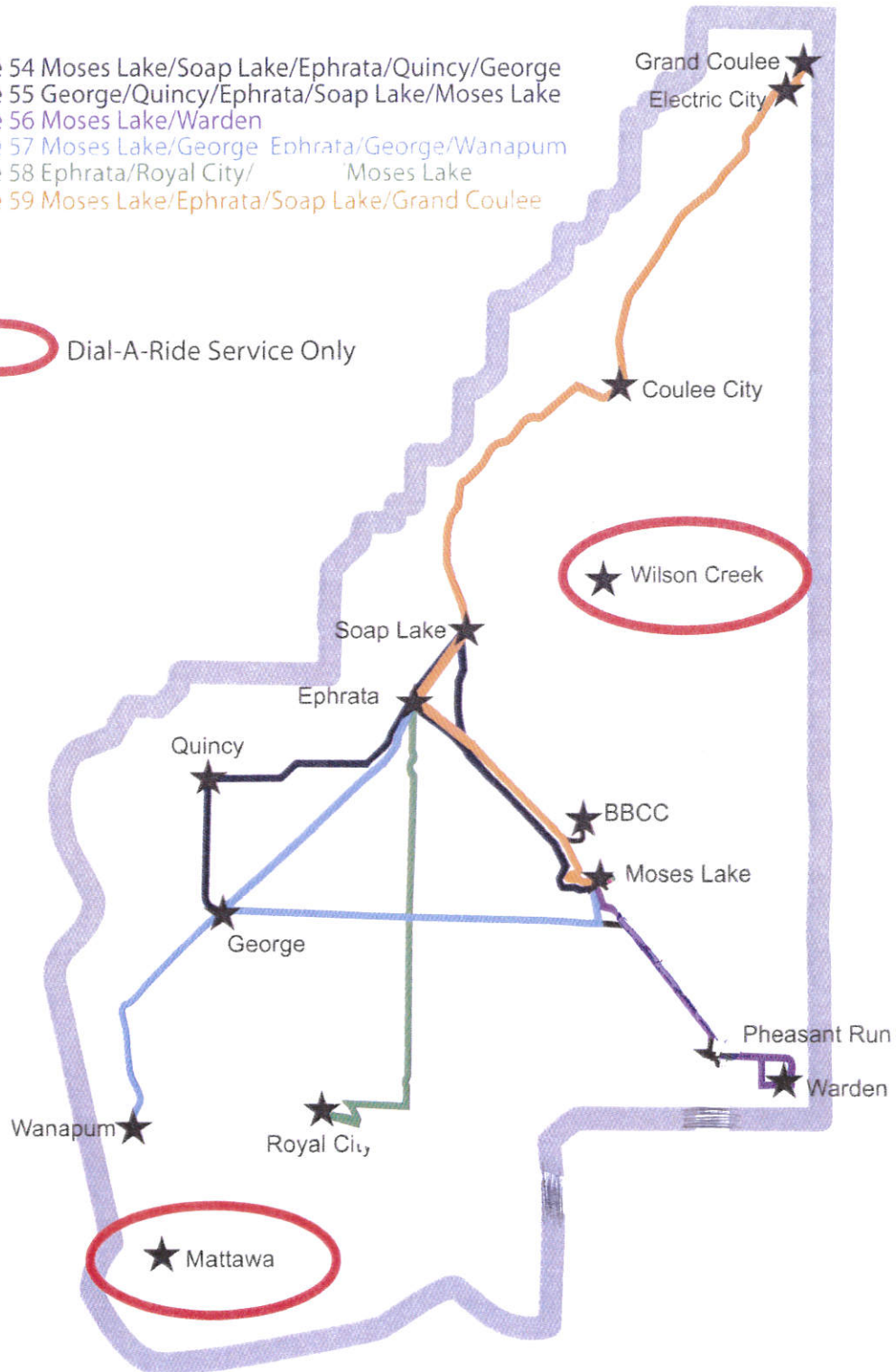
Assumes growth in operation cost of: 8%

## APPENDIX

# GRANT TRANSIT AUTHORITY SYSTEM MAP

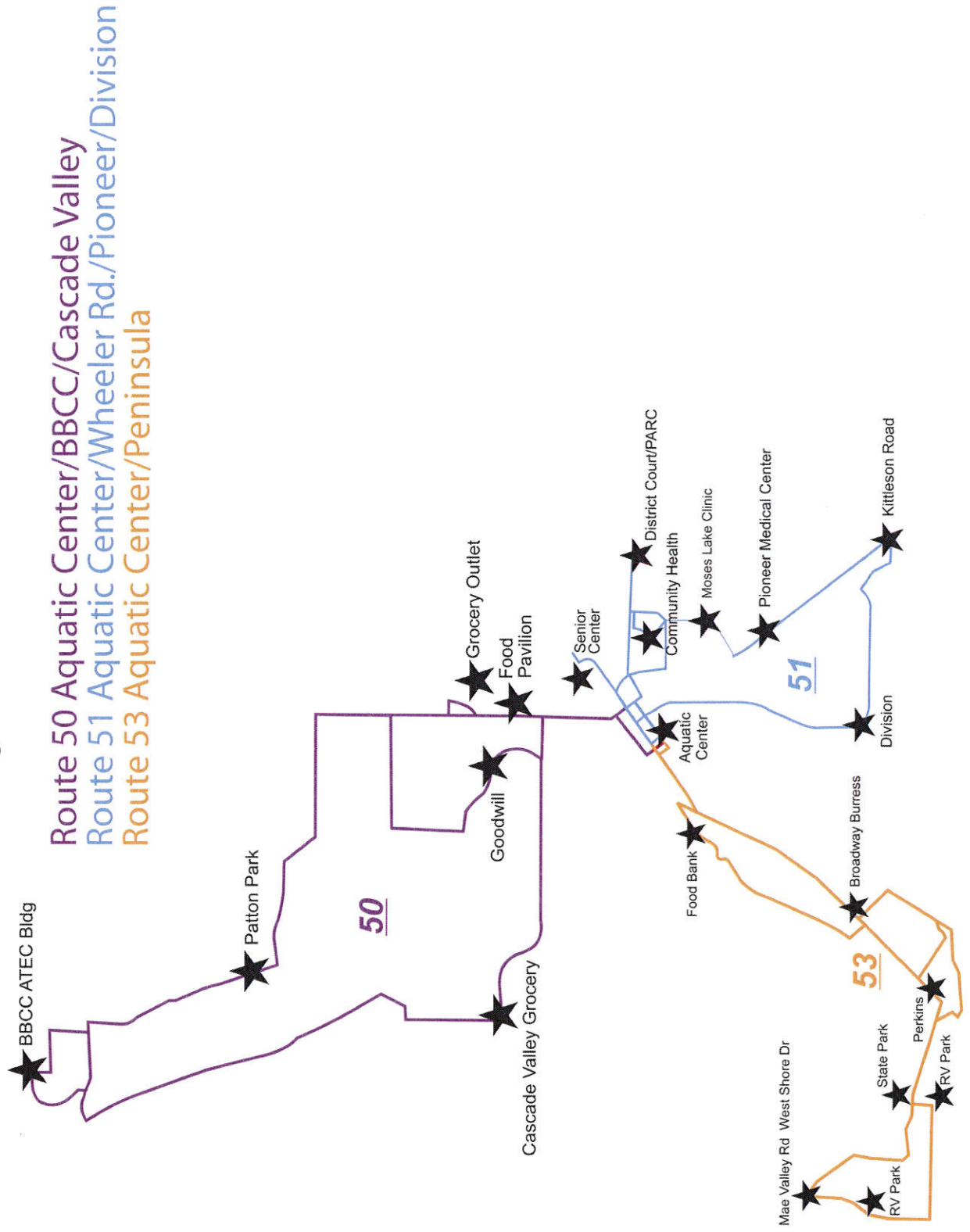
Route 54 Moses Lake/Soap Lake/Ephrata/Quincy/George  
 Route 55 George/Quincy/Ephrata/Soap Lake/Moses Lake  
 Route 56 Moses Lake/Warden  
 Route 57 Moses Lake/George Ephrata/George/Wanapum  
 Route 58 Ephrata/Royal City/Moses Lake  
 Route 59 Moses Lake/Ephrata/Soap Lake/Grand Coulee

 Dial-A-Ride Service Only



# Grant Transit Authority

## Inner-city Moses Lake





# Public Transportation Management System Physical Rolling Stock Inventory & Verification of Continued Use

**Agency/Organization:**

Grant Transit Authority

**Date:**

December 31, 2013

I hereby certify that all information reported in the inventories reflects true, accurate and complete information for the agency/organization listed and that project equipment purchased through a state or federal grant agreement is still being used in accordance with the terms and conditions of the grant agreement.

Signature and Title

Date

*Garrett Manager*

*12-31-13*

	Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
1.	2000/Blue Bird	04	1BAGBCPA9YF093144	2402	447,709	30	13	0	\$230,000	Y	24	D	N
2.	2000/Blue Bird	04	1BAGBCPA0YF093145	2403	436,259	5	13	0	\$230,000	Y	24	D	N
3.	2000/Blue Bird	04	1BAGBCPA2YF093146	2404	449,661	5	13	0	\$230,000	Y	24	D	N
4.	2000/Blue Bird	04	1BAGBCPA4YF093147	2405	449,661	30	13	0	\$230,000	Y	24	D	N
5.	2000/Blue Bird	04	1BAGBCPA6YF093148	2406	449,363	30	13	0	\$230,000	Y	24	D	N
6.	2000/Blue Bird	04	1BAGBCPA8YF093149	2407	450,398	30	13	0	\$230,000	Y	24	D	N
7.	2001/Gillig	03	15GCA18161111137	3101	595,888	65	12	0	\$310,000	Y	31	D	N
8.	1998/Blue Bird	04	1BAGGB7A1WF080123	3105	461,407	55	15	0	\$230,000	Y	31	D	N
9.	1998/Blue Bird	04	1BAGBCSH8WF083044	2601	367,434	5	15	0	\$230,000	Y	26	D	N
10.	1999/Blue Bird	04	1BAGGBSA9XF088219	3302	377,940	55	14	0	\$230,000	Y	33	D	N
11.	2004/Gillig	03	15GCA291441112214	3104	604,489	65	9	1	\$345,000	Y	31	D	N
12.	2004/Gillig	03	15GCA291241112213	3103	593,367	65	9	1	\$345,000	Y	31	D	N
13.	2006/Glaival Titan	04	1GDE5V1206F405748	2602	442,216	60	7	0	\$115,000	Y	26	D	N
14.	2007/Gillig	03	15GGE291X71091234	2802	515,570	75	6	6	\$360,000	Y	28	D	N
15.	2007/Gillig	03	15GGE291871091233	2801	529,863	75	6	6	\$360,000	Y	28	D	N
16.	2007/Gillig	02	15GGB291071077688	3201	405,307	70	6	6	\$360,000	Y	32	D	N

# Public Transportation Management System Physical Rolling Stock Inventory & Verification of Continued Use

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Grant Transit Authority

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December 31, 2013

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Signature and Title: *George Managala* Date: *12-31-13*

Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
17. 2007/Gillig	02	15GGB291271077689	3202	449,978	70	6	6	\$360,000	Y	32	D	N
18. 2007/Gillig	02	15GGB291971077690	3203	442,188	70	6	6	\$360,000	Y	32	D	N
19. 2007/Gillig	02	15GGB291071077691	3204	449,555	70	6	6	\$360,000	Y	32	D	N
20. 2007/Ford Bus	04	1FDXE45P57DA69892	1901	382,030	25	6	2	\$100,000	Y	19	D	N
21. 2008/Chev. Entervan	14	1GBDV13WX8D198247	MV01	97,251	80	5	1	\$50,000	Y	5	G	N
22. 2008 GMC ARBOC	04	1GDJG316881122806	1301	135,144	80	5	3	\$135,000	Y	13	D	N
23. 2009 Chev ARBOC	04	1GBKG316191133015	2101	202,697	80	4	4	\$145,000	Y	21	D	N
24. 1995/Gillig	03	15GCA1815S1086134	2901	499,071	50	18	0	\$345,000	Y	29	D	N
25. 1995/Gillig	03	15GCA181XT1087118	2902	481,441	50	18	0	\$345,000	Y	29	D	N
26. 2012/Goshen	11	1GB6G5BL8C1165209	1801	100,505	90	1	7	\$93,000	Y	18	D	Y
27. 2012/Goshen	11	1GB6G5BL2C1165271	1802	119,779	90	1	7	\$93,000	Y	18	D	Y
28. 2013 ARBOC	04	1GB6G5BL7D1133692	2001	70,288	95	0	8	\$153,257	Y	20	D	Y
29. 2012 ARBOC	04	1GB6G5BL6C1175012	2002	62,714	95	0	8	\$153,257	Y	20	D	Y
30. 1993 Gillig	03	15GCA1813P1085068	2905	430,973	50	20	0	\$250,000	Y	29	D	N
31. 1994 Gillig	03	15GCA1811R1085668	2906	433,155	50	19	0	\$250,000	Y	29	D	N
32. 1995 Gillig		15GCD2116S1085775	4301	652,216	50	18	0	\$250,000	Y	43	D	N



# Public Transportation Management System Physical Rolling Stock Inventory & Verification of Continued Use

**Agency/Organization:** Grant Transit Authority

December 31, 2013

**Date:**

I hereby certify that all information reported in the inventories reflects true, accurate and complete information for the agency/organization listed and that project equipment purchased through a state or federal grant agreement is still being used in accordance with the terms and conditions of the grant agreement.

Signature and Title

Date

*Grant Manager*

**Agency/Organization:** Grant Transit Authority

December 31, 2013

**Date:**

# Public Transportation Management System Physical Rolling Stock Inventory & Verification of Continued Use

Year/Make/Model	Vehicle Code	Vehicle Identification Number (VIN)	Agency Vehicle Number	Current Odometer	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost \$	ADA Access (yes/no)	Seating Capacity	Fuel Type	WSDOT Title (yes/no)
33. 2006/Dodge	13	1D4GP24R46B680547	0706	110,066	70	7	0	\$25,000	N	7	G	N
34. 2006/Dodge	13	1D4GP24RX6B680553	0707	59,546	70	7	0	\$25,000	N	7	G	N
35. 2006/Chev Express	13	1GAGG25V661247738	1201	111,678	70	7	0	\$25,000	N	12	G	N
36. 2006/Chev Express	13	1GAGG25V661245438	1202	122,137	70	7	0	\$25,000	N	12	G	N
37. 2006/Chev Express	13	1GAGG25V261247445	1203	139,841	70	7	0	\$25,000	N	12	G	N
38. 2006/Chev Express	13	1GAGG25V961245918	1204	136,432	70	7	0	\$25,000	N	12	G	N
39. 2006/Chev Express	13	1GAGG25V861245232	1205	120,406	70	7	0	\$25,000	N	12	G	N
40. 2008/Chev Express	13	1GAHG35K581168385	1206	81,884	80	5	1	\$25,000	N	12	G	N
41. 2008/Chev Uplander	13	1GNDV23WX8D203293	701	59,152	80	5	1	\$25,000	N	7	G	N
42. 2008/Chev Uplander	13	1GNDV23W68D203811	702	32,378	80	5	1	\$25,000	N	7	G	N
43. 2008/Chev Uplander	13	1GNDV23WX8D203147	703	80,165	80	5	1	\$25,000	N	7	G	N
44. 2008/Chev Uplander	13	1GNDV23W18D203456	704	125,650	80	5	1	\$25,000	N	7	G	N
45. 2008/Chev Uplander	13	1GNDV23W68D203954	705	91,574	80	5	1	\$25,000	N	7	G	N
46. 2009/Chev Express	13	1GAHG35K391143650	1207	85,889	90	4	2	\$25,000	N	12	G	N
47. 2009/Chev Express	13	1GAHG35KX91143693	1208	79,856	90	4	2	\$25,000	N	12	G	N
48. 2012/Chev Express	13	1GAZGYFAXC1160542	1209	15,628	90	2	4	\$25,000	N	12	G	Y

# Public Transportation Management System

Grant Transit Authority

December 31, 2013

 Signature and Title

Date \_\_\_\_\_

General Manager

***I hereby certify that all information reported in the inventories reflects true, accurate and complete information for the agency/organization listed and that project equipment purchased through a state or federal grant agreement is still being used in accordance with the terms and conditions of the grant agreement.***

[illegible]



**GRANT TRANSIT AUTHORITY**  
**Facility and Equipment Management Plan**

**Purpose**

The purpose of GTA Facility and Equipment Maintenance Plan is to develop a consistent, on-going system of maintenance procedures and guidelines to use as a basis and reference to ensure the highest quality and the most cost effective facility maintenance program.

In addition to the maintenance of the vehicle fleet, the Facility and Equipment Maintenance Plan shall include scheduled inspections of the facility, both interior and exterior, and all related equipment and elements of the facility. Maintenance staff will conduct such scheduled maintenance with the necessary frequency to ensure a safe work environment, maximize the useful life of the facility in the most cost effective and safe manner.

Facilities Maintenance includes overall environmental regulatory record keeping and oversight; hazardous waste disposal and manifests; timely and reliable maintenance, preventive maintenance, inspections, repair and servicing of administration building, maintenance building, covered parking structure, facilities equipment, transit center, bus stop signage and bus passenger shelters.

# Facility and Equipment Maintenance Schedule

## Scheduled Inspection Tasks

## Frequency

### ADA Accessibility

- ✓ Insure FULL ADA Compliance in terms of access and use Weekly
- ✓ ADA Ramp and Entry Weekly
- ✓

### Building Interior

- ✓ Window and Door (Entrance and Exit) Weekly
- ✓ Walls Monthly – repair as needed
- ✓ Paint Monthly – repair as needed
- ✓ Floor coverings, mats Monthly – repair as needed
- ✓ Lighting Monthly – replace as needed
- ✓ Plumbing Quarterly
- ✓

### Building Exterior

- ✓ Roof inspection Inspect and replace as needed
- ✓ Gutters Inspect and repair as needed
- ✓ Rain Drains Inspect and repair as needed
- ✓ Painting Every 10 years or as needed
- ✓ Building Cleaning Weekly
- ✓ Walk Way Weekly
- ✓ Parking Areas Fix Cracks, Patch and Re-Surface
- ✓ Driveway and Curbing Inspect and repair as needed
- ✓ Pavement markings Annually – repaint as needed
- ✓ Signage Annually – repair as needed
- ✓ Lighting Monthly – repair as needed
- ✓ Landscaping Care and Grounds Every 2 weeks or as needed
- ✓ Snow Plowing As needed
- ✓ Maintain Sanitary Sewer Connections Service as required
- ✓

### Electrical, HVAC, Fire Alarm, and Security System

- ✓ Electrical System Monthly – repair as needed
- ✓ Fire Alarm System Annually – (Contractor)
- ✓ Fire Alarm System Check Bi- annually – (Contractor)
- ✓ Emergency lighting and exit lights Monthly
- ✓ Fire Extinguishers Annually
- ✓ Fire Sprinkler System Annually
- ✓ Furnish Filters Every 2 Months

## Electrical, HVAC, Fire Alarm, and Security System – Continued

✓ Exhaust fans	Quarterly
✓ Electrical Cords	Monthly – replace as needed
✓ Machine Guarding	Weekly Inspect – repair as needed
✓ Electrical box covers	Monthly – repair as needed
✓ Security Alarm System	Annually– (Contractor)
✓ Shop Heating- overhead blowers and radiant units	Bi- annually
✓ HVAC Units	Bi-annually (Contractor)
✓	

## Maintenance Facility and Equipments

✓ Inspect and Service Bus Lifts and Jack stands	Quarterly or as needed
✓ Air compressors	Annually or as needed
✓ Overhead Doors	Quarterly – repair as needed
✓ Floor coverings, mats (slip, trip hazards)	Weekly
✓ Hot water tanks and circulating pumps	Monthly
✓ Hazardous Materials storage	Weekly
✓ Waste Oil Tank & Waste Coolant Tank	Weekly
✓ Gas power Equipments i.e. sweeper, snow blower, line trimmers, snow plow and salt spreader	Manufactures recommendations
✓ Welding equipment	Monthly
✓ Fuel pump, nozzle, and tank	Monthly
✓ Tools	Daily
✓ Bus revenue equipment	Weekly
✓ Portable Floor Lifts (Koni & Blackhawk)	Weekly
✓ Wash bay lift (Scissor Lift)	Monthly
✓ Pressure washer (Includes pressure wands)	Quarterly
✓ Air Hoses	Monthly
✓ Pneumatic air pumps	Monthly
✓ Backup Generator	Annually
✓ Power Gate	Annually
✓ Building Air Exchangers Units	Annually (Contractor)
✓	

## Transit Center and Bus Stops

✓ Transit Center	Weekly– Clean as needed
✓ Bus stops and Passenger Shelters	Monthly– Clean as needed
✓ Bus stop signage	Monthly – Replace as needed
✓	

## Personal Protection Equipment

✓ Hearing Protection	Weekly – replace as needed
✓ Face Shields	Weekly – replace as needed
✓ Ladders	Monthly – replace as needed
✓	

# Public Transportation Management System Owned Equipment Inventory

Agency/organization: Grant Transit Authority

Date: December 2013

		<b>Equipment Code and Description</b>	<b>Condition (points)</b>	<b>Age (years)</b>	<b>Remaining Useful Life (years)</b>	<b>Replacement Cost (\$)</b>	<b>Comments</b> <i>(If more than two lines, please attach a separate comment page)</i>
1.	10	Admin Building	95	3	47	\$900,000	
2.	10	Computer & Related Equipment	85	3	3	\$10,000	Both buildings
3.	10	Phone system	85	3	6	\$10,000	Both buildings
4.	10	Office furniture	85	3	7	\$24,000	Both buildings
5.	10	Radio/Dispatch equipment	88	3	6	\$10,000	
6.	10	Security system	90	3	47	\$50,000	Both building
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							

## Public Transportation Management System Owned Facility Inventory

Agency/organization: Grant Transit Authority

Date: December 2013

[illegible]

## Public Transportation Management System Owned Facility Inventory

Agency/organization: Grant Transit Authority

Date: December 2013

		Facility Code and Description	Condition (points)	Age (years)	Remaining Useful Life (years)	Replacement Cost (\$)	Comments <i>(If more than two lines, please attach a separate comment page)</i>
1.	30	Bus Parking Canopy-Base	95	3	47	\$310,000	
2.	30	Passenger Shelters	80	5	10	\$22,500	(GCA6164) 6
3.	30	Passenger Shelters	80	5	10	\$7,600	BBCC
4.	30	Passenger Shelters	80	10	4	\$18,900	Ephrata/Safeway/ML
5.	30	Passenger Shelters	80	10	4	\$17,750	All others
6.							
7.							
8.							
9.							
10.							
11.							
12.							
13.							
14.							
15.							
16.							