

Oregon Department of Transportation  
Rail and Public Transit  
STIF Discretionary and Statewide Transit Network  
2/1/2019 deadline

## Tillamook County Transportation District NWOTA Website Trip Planner Enhancement Project

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Submitted: 2/1/2019 11:55:38 AM (Pacific)

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### Tillamook County Transportation District

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### Application Questions [top](#)

#### Provider Information

##### 1. Transit Agency Type

- City
- County
- Mass Transit District
- Transportation District
- Special District
- Intergovernmental Entity
- Municipal/Public Corporation or other political subdivision
- Indian Tribe
- Non-Profit
- Private For-Profit

##### 2. What is the main type of service that will be supported by this grant?

- Fixed Route
- Demand Response
- Deviated Fixed Route

#### Risk Assessment Information

This risk assessment section contains a subset of the entire risk assessment. The entire risk assessment will be populated with the answers you provide in this section and data already reported to RPTD. Please contact Andrew S. O'Keefe at [odot.state](mailto:odot.state) or us for assistance.

##### 3. Did your agency have any turnover of management or financial staff in the last 2 years?

- Yes
- No

##### 4. Does your agency have an accounting system that allows you to completely and accurately track the receipt and disbursement of funds related to the award?

- Yes
- No

##### 5. What type of accounting system does your agency use?

- Manual
- Automated
- Combined

##### 6. Does your agency have a system in place that will account for 100% of each employee's time?

- Yes
- No

##### 7. Did your staff members attend required training and meetings during prior grant awards?

- Yes
- No

##### 8. Was your agency audited by the Federal government in the past 2 years?

- Yes
- No

##### 9. If yes, did the audit result in one or more audit findings?

- Yes
- No
- N/A

##### 10. Did your agency stay on budget in the past two years?

- Yes
- No

## Applicant Qualifications

### 11. Describe how your agency has legal, managerial and operational capacity to perform and report on project progress within the scope, schedule and budget. (Operational capacity specifically for workload of projects in this application.)

Enter response in text box or upload your response on the Document Upload tab of the application and write "See Upload."

Tillamook County Transportation District (TCTD) was established by the Tillamook County Board of Commissioners under ORS 267.510 in July 1997, TCTD is governed by a 7-member Board of Directors who are elected at large and have the statutory authority to adopt public transportation plans, operational policies, adopt an annual budget, impose taxes and user fees, and execute contracts and intergovernmental agreements.

The TCTD administrative and operations activities are overseen by a general manager (Doug Pilant) who reports to the District's Board of Directors. Mr Pilant's transit career spans almost 30-years as a transportation planner, operations manager and has served as general manager for the past 7-years. An organizational chart has been uploaded for reference.

The Northwest Oregon Transit Alliance (NWOTA) is an intergovernmental agreement between TCTD, Sunset Empire Transportation District, Lincoln County Transportation Service District, Benton County and Columbia County. TCTD serves as the Fiscal Agent on behalf of NWOTA. The Directors of each member agency serves on the Coordinating Committee, which meets monthly. The Coordinating Committee's are governed by an adopted set of bylaws. A copy of the IGA and Bylaws have been uploaded.

NWOTA contracts the Columbia-Pacific Economic Development District to provide administrative and planning support. The District's Executive Director, Mary McArthur works directly with the Coordinating Committee by facilitating meetings and organizing the NWOTA Management Plan's activities.

TCTD's general manager (Doug Pilant) serves as the Coordinating Committee's Chairperson and works directly with the TCTD accounting specialist (Tabatha Welch) to maintain NWOTA's financial budget activities. NWOTA has its own unique fund to track income and expenses.

### 12. Capacity to Maintain Compliance

- By checking this box, the applicant certifies that if they are awarded funding they are able to meet or will have the capacity to maintain compliance with applicable federal, state and local laws and regulations including, and not limited to, those pertaining to passenger transportation, civil rights, labor, insurance, safety and health.

### 13. Does the applicant plan to use a Sub-Recipient or contractor to implement the grant supported activity?

- Yes  
 No

### 14. If Yes, please list the Sub-Recipient(s) and describe how the applicant will provide sufficient Sub-Recipient/contractor oversight to ensure eligibility is maintained while receiving STIF Discretionary or Statewide Transit Network moneys.

If Yes, enter response in text box or upload response on the Document Upload tab and write "See Upload." If No, write N/A.

TCTD will implement the same project management model that NWOTA used to successfully to create its national RTAP award winning NWOTA website.

As mentioned previously, the NWOTA coordinating committee meets monthly. NWOTA's administrator, Mary McArthur will be responsible for assisting in grant management by coordinating the project subcontractors activities and communicating the progress to the Coordinating Committee. Meanwhile, TCTD general manager, Doug Pilant has managed numerous grants throughout his 30-year career and he serves as Chairperson for the NWOTA Coordinating Committee.

Since TCTD is the NWOTA fiscal agent the District's finance manager Tabatha Welch will be responsible for managing and reporting the grants activities to both the Coordinating Committee and ODOT. Ms. Welch is experienced and seasoned in compiling the grant related data and reporting it to ODOT at the end of each quarter.

## Project Information

Try to answer all questions even if your project does not fit neatly within a category. No answer means a zero score.

### 15. Describe the project to be funded.

See application instructions for required content. Enter response in text box or upload response as an attachment in the Document Upload tab and write "See Upload."

At detailed project description of the NWOTA Website Trip Planner Enhancement Project has been uploaded. Below is a brief overview of the project.

#### Goals:

- 1) Improve the NWConnector.org website trip planner
- 2) Establish a process for government agencies to improve OpenStreetMap
- 3) Provide the software tools and processes developed for other transit agencies to use

#### Resources:

This project is designed to leverage previously existing software and data standards such as; OpenTripPlanner (OTP), OpenStreetMap (OSM), General Transit Feed Specification (GTFS), and the GTFS-flex technology to incorporate demand responsive transit services.

#### Process:

The proposed project will consist of the following 8 tasks:

- 1) Review OSM data and perform high-value maintenance activities to identify who maintains OSM data within the region along with determining the frequency and what gaps currently exists. The final determination will be what are the next steps prior to launching of the new trip planner.
- 2) Deploy the OTP and incorporate the GTFS and GTFS-flex data sets that are available.
- 3) Develop a new NW Connector trip planner interface for the NWConnector.org website.
- 4) Conduct a user testing, feedback, and review process of both the current nwconnector.org website and the OTP trip planner interface with public users to give feedback comparing the two trip planners in functionality and style. Updates and enhancements will be made in accordance with user feedback.
- 5) Examine the role OSM data plays in user feedback, and whether map issues are resulting in negative user experiences. After the analysis is completed NWOTA may collaborate with other government agencies, or create an ad hoc committee with the involvement of other agencies and organizations, to ensure the long-term maintenance of the OSM data for the region.
- 6) Launch the new trip planner interface and platform and complete a 2-year implementation period to ensure stability of the resource during outreach to other agencies.
- 7) Once operational begin defining the reasonable usage based on known direct costs to gain clarity on direct and indirect costs of the maintenance of both OTP and OSM. NWOTA will itemize these costs, and calculate how costs would scale with the addition of more GTFS data sets, a larger street network encompassing a wider region, and more API calls from additional agency websites. NWOTA will develop usage limits for small users and partnership dues for agencies and organizations wishing to have expanded access the OTP API, in a way that allows other agencies to incorporate their services at reasonable marginal rates.
- 8) Knowledge sharing and open technical resources to provide public resources on how to utilize the OTP API and OSM data maintenance processes that address map data issues other agencies may expect to find. This will include online guides and links to useful tools, marketed by NWOTA. NWOTA and Trillium will also hold public webinars and if accepted, a presentation at the Oregon Public Transportation Conference explaining the software resources and how they can be accessed.

### 16. What Local Plans include this project and elements of the project?

See guidance for exemptions to this requirement.

The NWOTA Connector Management Plan (Page 27 and 31) was adopted by the Tillamook County Transportation District Board of Directors on November 17, 2016.

### 17. What is the minimum award amount that will still allow your project to proceed?

Enter an amount in dollars.

\$146,500

### 18. Select the fund source(s) that you think best aligns with your application.

Check all that apply

- STIF Discretionary

STIF Intercommunity Discretionary

FTA Section 5311 (f) Intercity Discretionary

### Equity and Public Transportation Service to Low Income Households

{Score weights: Discretionary = 20%, STN = 10%}

#### 19. Describe how the project supports and improves access for vulnerable populations.

The NW Oregon Connector trip planner project will improve transit access to vulnerable populations by allowing people to plan trips that are beyond 60 days, improve the reliability of trip planning data/information, expand the geography of existing trip planning area, and provide demand response transit services information to facilitate the first/last mile leg of trips.

- 1) Currently, the NWOTA trip planner is limited to planning trips 60 days into the future. This is due to Google Transit API limitations. This trip planner project will allow people who are part of the the vulnerable populations to use the trip planner to plan trips further into the future.
- 2) Using OpenStreetMap as the platform will enable member transit agencies to be positioned to accurately manage trip planning data so that it will become more reliable and up to date when being accessed by the vulnerable populations.
- 3) Establish a process for other transit agencies and local governments to access and use the OpenTripPlanner and OpenStreetMap platforms to expand beyond the NWOTA 5-county geographic services area. For example, NWOTA has been collaborating with the Cascade West Council of Governments Medicaid Brokerage to provide trip planning access to vulnerable populations throughout Linn County. NWOTA would like to reach out to other counties such as Washington, Polk, Marion and Yamhill counties to further the reach of regional trip planning.
- 4) Many travelers need better and more reliable information about local demand response services to complete the first/last miles legs of their trips. NWOTA intends to utilize the OpenTripPlanner platform to integrate the partners' local demand response services into the trip planning decision-making of the vulnerable populations.

### Coordination of Public Transportation Services

{Score weights: Discretionary = 10%, STN = 30%}

#### 20. Describe how the project is a collaboration of multiple agencies or involves consolidation, coordination, or resource sharing between agencies.

Northwest Oregon Transit Alliance (NWOTA):

NWOTA is an Intergovernmental Agreement (IGA) between TCTD, Sunset Transportation Empire District, Lincoln County Transit District, Benton Rural Services and Columbia County Rider, NWOTA is governed by a Coordinating Committee that consists of each agency's managing director. The Coordinating Committee meets monthly to coordinate, market and brand the 5 counties' collective transit services as a single NW Connector service.

NWOTA shares a website designed to brand the agencies' services as a the NWConnector regional transit service and provides a trip planner. The website also features Trip Ideas and provides local upcoming event information. Each agency's individual website is hosted within the website. The purpose of this grant is to create technology that enables people to schedule trips further out than 60 days.

Regional Non-Emergency Medical Transportation Brokerages:

NWOTA is collaborating with Cascades West Council of Governments (CWCOG) on this project. Cascades West operates a non-emergency medical transportation brokerage that serves Lincoln, Benton and Linn counties. The COG is developing a project that uses technology to improve the identification and communication of travel options to the residents of these 3-counties.

TCTD operates and manages the NW Rides non-emergency medical transportation brokerage that serves Tillamook, Clatsop and Columbia counties 3-county region and is very interested in the NW Rides brokerage adopting the Cascades West technology in the future.

North Coast Tourism Studio Project:

NWOTA has been an active participant in the North Coast Tourism Studio Project that past year. The purpose of this project is to determine how coastal communities can mitigate the impact tourism has on the quality of life of coastal communities. NWOTA has worked with the region's Chamber of Commerce and Visitor Centers and discovered that out-of-area visitors, in particular visitors from other countries must be able to have longer range access to information about public transportation service bus schedules. Therefore, the region's Chamber and Visitor Center Executive Directors endorse this project and believe it along with fare technology should be adopted.

### Statewide Transit Network

{Score weights: Discretionary = 10%, STN = 30%}

#### 21. Describe how the project supports and improves the utility of the statewide transit network, improves the passenger experience, benefits multiple transit providers, and/or creates a foundation for future statewide transit network improvements.

The NWOTA Website Trip Planner Enhancement Project supports and improves the utility of the statewide transit network by providing more accurate and timely information to improve passenger experience and will develop a technology that can become the foundation of a platform other transit agencies can easily adopt. For example, since the NWOTA geographic area already encompasses transit providers and services in Lincoln and Benton counties, it would be conceivable for the transit providers in Linn County to adopt this technology.

Over the past decade the public has become increasingly reliant upon the internet and mobile device applications to perform their trip planning activities. Meanwhile, the NW Oregon Coast is a major tourism destination for visitors from across North American as well as from international destinations in Asia and Europe.

This past year NWOTA has been participating in the North Coast Tourism Studio Workshops where it was revealed that out-of-area travelers must have access to long-range transit scheduling information. Further developing the OpenStreetMap technology to be used by the NWOTA website trip planner will provide visitors from across the world as well as Oregon access to reliable transit schedule information.

### Funding and Strategic Investment

{Score weights: Discretionary = 20%, STN = 10%}

#### 22. Describe how project match requirements will be met or exceeded. If this project will last beyond the 19-21 biennium, describe the plan for ongoing funding including match.

Describe why investment in this project makes sense both from the perspective of current need and long term Oregon transit needs.

NWOTA partners will collectively provide the local matching funds for this project. As mentioned previously, TCTD serves as the NWOTA fiscal agent and manages the NWOTA Fund. Once completed the NWOTA partners will collectively provide resources to maintain the project.

When other transit service providers, such as those in Benton and Linn counties choose to participate by adopting this platform they would be expected to contribute to the ongoing maintenance of the data. As this platform expands to incorporate other geographic areas those entities would also contribute to the ongoing maintenance. The project scope contains the definition of a cost structure that would allow other agencies to participate while paying only the marginal costs for adding them to the system, thus benefiting from the initial investments being made by NWOTA.

#### 23. Does this project depend on other funding sources including other discretionary grant processes whose outcomes are uncertain?

If yes, identify the fund source and anticipated timing of funding certainty. If no, write N/A.

Not applicable

### Environmental and Public Health

{Score weights: Discretionary = 15%, STN = 19%}

#### 24. Describe how the project reduces greenhouse gas emissions, reduces pollution, and/or supports positive health outcomes.

This proposed project in partnership with the Cascades West and NW Rides non-emergency medical transportation (NEMT) brokerages would bring more transit options to the brokerages trip schedulers. The NEMT brokerage trip schedulers are knowledgeable of the contracted NEMT transportation providers. However, they lack adequate knowledge of other public transit options for the eligible Medicaid clients. By adopting the GTFS-flex technology the brokerage trip schedulers would have access to more transit options for people to get to their medical appointments thus supporting positive health outcomes.

Also, providing potential bus riders with longer range trip planning tools would provide reliable information so that travelers could understand and create trip itinerary. This would encourage more people to use public transportation thus reducing traffic congestion, greenhouse gas emissions and pollution.

NWOTA periodically conducts an analysis of how the partners collective services are reducing greenhouse gases. NWOTA has a calculator to measure outcomes. A 2017 review of greenhouse gas and pollution reductions have been uploaded for review. NWOTA partners anticipate the enhanced website will encourage more people to use public transportation services thus reducing greenhouse gasses and

**Safety, Security, and Community Livability**

(Score weight/Discretionary = 23% STN = 10%)

**25. Describe how the project increases use and participation in active transportation, including public transportation.**

The proposed NW Connector Website Trip Planner Website Enhancement Project proposes to incorporate the GTFS-flex technology that will provide passengers relevant information about demand response transit options to complete their first/last mile of their trips.

This project will also promote public transit options to bicyclists traveling to/from the coast and provide those individuals who rely upon bicycles with reliable route and schedule information.

**26. Describe how the project supports and improves safety of passengers in transit vehicles and safety of other roadway users.**

The NWOTA Website Enhancement Project will improve the safety of passengers in transit vehicles by providing reliable real time information of schedules. Incorporating the GTFS-flex technology will enable passengers to travel their first/last miles by having access to demand response transit information within the communities they are traveling.

**Capital Assets**

Capital assets are items that cost at least \$5,000 and have a useful life of at least 3 years.

**27. Describe proposed capital purchases. Enter asset details in the Budget and Project Tables tab.**

For capital construction projects, additional documentation will be required in the Document Upload tab. See guidance for more information. If no capital assets are included in your application, write N/A. This project will be the property of the NWOTA partners as per the terms of the NWOTA Intergovernmental Agreement (IGA). The NWOTA partners will also share the costs of the project per the NW Connector Management Plan and IGA. A more detailed task description and budget has been uploaded for further review.

**Budget and Project Tables [top](#)**

**Project Category and Fund Source**

Project Category	Project Cost	Other Fund Source (Federal)	Other Fund Source (State)	Other Fund Source (Local)	Other Fund Source (Other)	Project Category Totals
Vehicle Purchase - Expansion	\$	\$	\$	\$	\$	\$ 0
Vehicle Purchase - Replacement or Right-Sizing	\$	\$	\$	\$	\$	\$ 0
Equipment Purchase	\$	\$	\$	\$	\$	\$ 0
Facility Purchase	\$	\$	\$	\$	\$	\$ 0
Signs/Shelters Purchase	\$	\$	\$	\$	\$	\$ 0
Planning	\$	\$	\$	\$	\$	\$ 0
Project Administration	\$	\$	\$	\$	\$	\$ 0
Operating	\$	\$	\$	\$	\$	\$ 0
Preventive Maintenance	\$	\$	\$	\$	\$	\$ 0
Mobility Management	\$ 149,600	\$	\$	\$ 14,960	\$	\$ 164,560
<b>Total</b>	<b>\$ 149,600</b>	<b>\$ 0</b>	<b>\$ 0</b>	<b>\$ 14,960</b>	<b>\$ 0</b>	<b>\$164,560</b>

**Project Totals and Match Rate**

Fund Source	Total Project Amount (Grant Amount + Match Amount)	Match Rate	Grant Amount	Match Amount	Match Sources	Overmatch Amount (If Any)	Match Funding is available if project is awarded?	Date match available	% of Funds used for Demand Response Transportation	% of Funds used for Fixed Route Transportation
STIF Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Discretionary - All Project Categories, Qualified Projects (10% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
STIF Intercommunity Discretionary - All Project Categories, Qualified Projects (10% Match)	\$ 149,600	10 %	\$ 134,640	\$ 14,960	Locally generated monies Text	\$	Yes Yes/No	07/01/2019 xx/xx/xxxx	%	100 %
5311 (f) Intercity - Operating (50% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %
5311 (f) Intercity - Capital, Planning, Project Administration, Preventive Maintenance, Mobility Management (20% Match)	\$	%	\$ 0	\$ 0	Text	\$	Yes/No	xx/xx/xxxx	%	100 %

**Vehicle Purchase**

Vehicle Purchase	Vehicle Purchase Type	VIN of vehicle being replaced	Make	Model	Vehicle Category	Quantity	Unit Cost	Total Cost	Seats	ADA Stations	Seats w/ADA Stations Deployed	Fuel Type	Estimated Order Date	Estimated Delivery Date	Mileage	Date of Reading	Seller	Vehicle Condition
Vehicle Purchase 1	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/O	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle			
Vehicle Purchase 2	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/O	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle			
Vehicle Purchase 3	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/O	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle			
Vehicle Purchase 4	Expansion/Replacement	Only answer if replacing vehicle	Text	Text	Select Letter (A-E)	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/O	xx/xx/xxxx	xx/xx/xxxx	Only answer if purchasing used vehicle			
Vehicle Purchase	Expansion/Replacement	Only answer if	Text	Text	Select Letter (A-	#	\$	\$ 0	#	#	#	G/D/BD/E/HG/CNG/O	xx/xx/xxxx	xx/xx/xxxx	Only answer if	Only answer if	Only answer if	Only answer if



