



**STATE OF NEW JERSEY**

**SENIOR CITIZENS & DISABLED RESIDENTS  
TRANSPORTATION ASSISTANCE PROGRAM**

**&**

**FTA NON-URBANIZED AREA FORMULA PROGRAM  
(SECTION 5311 AND SECTION 5311 INNOVATION)**

**JANUARY 1, 2020 – DECEMBER 31, 2020**

County	Union
Name of Transportation System	Union County Paratransit System
Applicants Legal Name	County of Union
Address	10 Elizabethtown Plaza 2 <sup>nd</sup> Fl.
	Elizabeth, NJ 07207
Name & Title of Person Completing the Application	Kathleen E. Carmello
	Director
Phone Number	908-659-5001
Fax Number	908-659-7443
E-Mail Address	<a href="mailto:kcarmello@ucnj.org">kcarmello@ucnj.org</a>

NJ TRANSIT  
Local Programs and Minibus Support  
One Penn Plaza East, 4<sup>th</sup> flr.  
Newark, New Jersey 07105-2246  
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## TECHNICAL CAPACITY

All applicants must demonstrate the technical capacity to carry out the services proposed. At a minimum the applicant must be able to:

- Demonstrate the financial ability to perform and deliver the service applying for and awarded.
- Demonstrate the adequate level of staffing and grant experience and knowledge to comply with all FTA grant requirements.
- Demonstrate the adequate level of staffing and operational experience needed in delivering the service as per grant award.
- Demonstrate the adequate level of staffing and maintenance experience for performing required maintenance on vehicles used or purchased for this service.
- Demonstrate the adequate level of vehicles including back-up vehicles to perform the service under this program.
- Demonstrate a driver training program to ensure safe and reliable service to all passengers.
- Demonstrate that the service provided is not duplicating other services funded under FTA or other funding sources. All FTA subrecipients must be part of the local Human Service Coordination Transportation plan.
- Demonstrate there are written procedures and policies for operations, grant administration and FTA reporting requirements.
- Demonstrate that the proposed service meets the funding requirement ie: if requesting funds under Section 5311- services must be provided in the rural area for general public. This must be demonstrated through sample map of service and screen shot of website and marketing materials.

When filling in this application ensure that you are clearly documenting the technical and financial capacity required to deliver this State and/or Federally funded project.

If applicant is providing route deviation service with published timetable/schedule – include copies of timetables. All Timetables and/or Marketing Materials must include the following:

- Systems must provide information to the public on how to request a deviation. Phone number on timetable must be listed for requesting deviation in advance
- All deviation service must be open to the general public and noted on timetable
- Title VI "Notice to Beneficiaries" must be on all Marketing Materials
- ADA Complaint and Reasonable Modification Language must be on all Marketing Materials
- Instructions on how to obtain information in alternate format or languages
- Universal symbol of accessibility

## PROPOSED SCHEDULE FOR CASINO REVENUE APPLICATION FOR YEAR 2020

The schedule below is for guidance purposes only. The suggested timetable below is to assist you in planning the completion of your SCDRTAP application on time. It is understood that dates and local procedures may vary.

### Date:

### SCDRTAP Application Only Activity:

**No later than July 15, 2019**

By this date you should have:

- Published your public hearing notice in two different newspapers, notice must be published at least 30 calendar days prior to hearing date.
- Sent copy of public hearing notice to all municipal clerks in county
- Sent copy of public hearing notice to interested agencies including but not limited to senior centers, nutrition sites, adult workshops, senior and disabled non-profit agencies.
- Posted large print on-board public hearing notices in your vehicles.

**At your Public Hearing**

- Read into the public hearing record summary of 2019 (to date) grant activities/goals and proposed 2020 SCDRTAP budget
- Provide copies of summary of 2019 grant activities (to date) and copies of proposed 2020 budget. (should be available in alternative format upon request)

**14 days After Public Hearing**

- A copy of summary of 2019 grant activities/goals and current outcome as well as your agencies proposed 2020 grant activities/goals and budget should be placed in the main branch of the county library and/or the County Website for public review at least 14 days after the public hearing date. The County should make every effort to have a full application in the library and/or the website one available. If the entire application is not available 14 days after the hearing, the county should place a copy of the proposed description of service and proposed line item budget in the library and/or website for public review.

**August 2, 2019**

Application due to NJ TRANSIT. If full transcript of the public hearing, notarized public hearing notices and/or original Freeholder Resolution is not available by this date please note it on your cover letter and submit as soon as available.

**Please note: The County must meet with their local CAC to review the proposed service activities, goals and budget for 2020. Their input and feedback should be considered in the planning process for this application.**

## SECTION I – COUNTY INFORMATION

### Project Contacts/Personnel

1. Complete the below Table with the key contact people.

Table 1

Name	Title	Address	Phone #	E-mail
Edward T. Oatman	Freeholder Director	10 Elizabethtown Plaza 6 <sup>th</sup> Fl. Elizabeth, NJ	908-527-4100	eoatman@ucnj.org
Karen Dinsmore	Procurement Contact	10 Elizabethtown Plaza 2 <sup>nd</sup> Fl. Elizabeth, NJ	908-527-4809	kdinsmore@ucnj.org
Erick Mesias	Audit Contact	10 Elizabethtown Plaza 6 <sup>th</sup> Fl. Elizabeth, NJ	908-527-4050	emesias@ucnj.org
Claudia Martins	EEO Contact*	10 Elizabethtown Plaza 6 <sup>th</sup> Fl., Elizabeth, NJ	908-527-4289	cmartins@ucnj.org
Leslie Gutierrez	ADA Representative*	10 Elizabethtown Plaza 4 <sup>th</sup> Fl., Elizabeth, NJ	908-527-4807	lgutierrez@ucnj.org
Stella Malpere	Title VI Representative*	10 Elizabethtown Plaza 6 <sup>th</sup> Fl., Elizabeth, NJ	908-527-4230	smalpere@ucnj.org
James McCrady	Safety Officer*	10 Elizabethtown Plaza 6 <sup>th</sup> Fl., Elizabeth, NJ	908-527-4064	jmccrady@ucnj.org

\*Required for Section 5311, recommended for SCDRTAP

2. Provide the name, title, phone number, e-mail address and estimated percentage of their salary that will be charged to the grants. For example: Administrator, Operations Manager, and Safety Officer. Do not list each individual Operator, Dispatcher, or Reservationist - list the number of these positions and percentage charged per grant.

Table 2

Staff Member		Phone #	E-mail	SCDRTAP		5311	
Name	Title			Admin %	Operating %	Admin %	Operating %
Kathleen E. Carmello	Director	908-659-5001	kcarmello@ucnj.org	15%			
Helen E. Kirsch	Assist. Director	908-659-5011	hkirsch@ucnj.org	15%			
Salma Ramirez	Clerk/typist	908-659-5000	sramirez@ucnj.org	15%			
Joseph Haligowski	Supervising Mechanic	908-659-7472	jhaligowski@ucnj.org		100%		
Thomas Tiplady	Diesel Mechanic	908-659-7472			100%		
3 <sup>rd</sup> Party Contractor	44 Drivers 3 Dispatchers 2 Reservationists 3 Road Supervisors				85%		

3. By grant, for positions that will only be partially charged to either grant, describe how the estimated percentage of the salary to be charged to the grant was derived. Describe what mechanism(s) are used to verify the actual time that an individual spends on grant related activities.
  - a) **Since we are only allowed to charge 15% of the SCDRTAP grant to administrative salaries, the county makes up the difference. The two higher salaries are figured to work on the grant 61% and the one lower salary is figured to work 68% of the time on the grant.**
  - b) Attach an official organizational chart for those involved in your transportation program. If you contract out your service to a third party vendor, include an organization chart for the vendor's operations.  
Attach as NJT Attachment A and B
  - c) List SCDRTAP Citizens Advisory Committee 2020 meeting dates, locations and times. (see attachment)
  - d) Provide us with the names of SCDRTAP Citizen Advisory Committee Members. Indicate if the members are senior citizens, people with disabilities or consumer advocates and demographics of the board. Indicate Chairperson, and if applicable, Vice-Chairperson of Committee. (see attachment)

## Documents and Recordkeeping

Refer to program documents listed below that are maintained relating to program activities. Indicate which staff member(s) performs the administration and oversight of the following:

Table 3

Documents	Name and Title of Responsible Person
Grant Application / Administration	Kathleen E. Carmello, Director
	Paratransit System
Contract (w/ NJ TRANSIT)	Kathleen E. Carmello, Director
	Paratransit System
Operations/Manifest	Roger Dammer, General Manager
	MPC Bus Corp
Financial Records	Shelley Morgan, Fiscal Analyst
	U.C. Dept. of Finance
Procurement / Bid Documents Including RFP's	Karen Dinsmore, Assist Director
	U.C. Dept. of Human Services
Daily Pre-Trip form	Daniel Silva, Safety Manager
	MPC Bus Corp.
Maintenance Records	Joseph Haligowski, Supervising Mechanic
	U.C. Dept. of Motor Vehicles
Driver Training	Daniel Silva, Safety Manager
	MPC Bus Corp.
Monthly/Quarterly Ridership Reports	Kathleen E. Carmello, Director
	U.C. Paratransit System
Drug & Alcohol	Daniel Silva, Safety Manager
	MPC Bus Corp.
Monitoring 3 <sup>rd</sup> Party Contractors	Deana Desantis/Kathleen Carmello
	U.C. Dept. of Human Services
Complaints (ADA, Title VI, Service, etc)	Stella Malpere, Affirmative Action Officer
	U.C. Office of County Counsel
Others:	Helen Kirsch, Assist. Director
	Paratransit System



## **Procedures for Grant Administration Reporting**

1. Describe the methodology that is used to determine how trips are charged to each funding source or grant.

**The funding source the trips are charged to be determined by the intake person based on the information provided by the passenger during the intake process.**

1. **Title III (Older Americans Act)** – Gives preference to individuals age 60 and over, with the greatest social and economic needs and those that are impoverished, frail or vulnerable who require transportation.
2. **Title XIX (Medicaid)** – These trips are assigned to us through Logisticare for the purpose of transporting Medicaid eligible passengers to medical providers. These providers must either participate in the Medicaid program or meet the requirements for participation.
3. **Title XX** – The County of Union has an agreement with the New Jersey DHS Division of Disability Services for transportation to economically disadvantaged residents, the income levels are set by the Division of Housing and Community Resources.
4. **Veterans Association** – Provide transportation to veterans that are residents of Union County to VA hospitals and regional VA offices.
5. **JARC (Job Access and Reverse Commute)** – A Federally funded program to assist localities to develop new or expanded transportation services that connect welfare recipients and other low income persons to jobs and other employment related services. Targeted to developing new or expanded services such as shuttles, vanpools, new bus routes, connector services to mass transit and guarantee ride home programs for welfare recipients and low income persons. Also, provides transportation services to suburban employment centers from urban, rural and other suburban locations for all populations.
6. **SCDRTAP (Senior Citizens & Disabled Resident Transportation Assistance Program)** – Passengers that do not meet any of the above criteria but, are elderly or disabled residents of Union County are then considered qualified for transportation under this grant to medical, education, employment, shopping, recreation, nutrition sites and for bus or rail service.
7. **County (subsidy funding)** – When the funding from SCDRTAP is exhausted, the County of Union Board of Chosen Freeholders contributes the bulk of the funding that is needed to meet the demand of remaining passengers requesting use of the Paratransit system traveling anywhere within the county.

2. Complete Table 4 and attach all of the policies and procedures that are applicable as NJT Attachment C. **Please attach all applicable policies and procedure that were not submitted with your 2019 application.**

Table 4

PROCEDURES/POLICIES	Date Revised
Driver Manual/Operations Manual	2017
Reservation/In-take Policy (RSD procedures/policies)	2017
No Show/Denial Policy	2019
Fares/Donation Policy	2019
Vehicle Maintenance Policy	2015
Vehicle Accident Policy	2016
Capital Replacement Policy	2015
3 <sup>rd</sup> Party Monitoring Policy	2019
Route Deviation Policy	2013
Complaint Policy	2018
Indirect Cost Allocation Plan	N/A
ADA Complaint Procedures and Reasonable Modification Policy	2018
Title VI Program Non-Discrimination Policy	2018
Drug and Alcohol Plan*	2018
Procurement Policy (County's)	2018
CAC By-Laws (SCDRTAP)	2018
EEO Plan	2018
Other:	
Other:	

\*Required for Section 5311

## SECTION II - DESCRIPTION OF SERVICE

### Service Description

1. Describe any changes that were made (days, hours of operations) in 2019 (to date).

SCDRTAP: **No changes were made in the last year.**

Section 5311:

2. Describe, in detail, the proposed project for 2020. Include type of service provided by grant type (i.e. deviated fixed route, demand response), days & hours of operation and trip purpose by funding type.

SCDRTAP: **To provide curb-to-curb transportation to seniors (60+), persons with disabilities and/or economically disadvantaged residents of Union County Monday through Friday from 7:30 a.m. to 5:30 p.m. with limited service on Saturday and evenings. We provide transportation for medical, mental health, employment, education, nutrition, shopping, recreation and bus and rail service. A fee of \$2.00 is charged per one way trip. Transportation is available on a first-come-first served basis. Group and/or evening transportation is provided by special arrangement through the administrative office by calling 908-659-5000. Veterans' transportation is provided every Tuesday and Thursday to Lyons Hospital and every Monday and Wednesday to East Orange VA Hospital. Transportation is provided daily to the veterans' clinic at Trinitas Hospital.**

Section 5311 (service must originate in the rural area):

### Service Operations

Describe how the following functions are performed by your system. Explain any differences between your SCDRTAP and 5311 programs.

1. Demand response reservation process:
  - a. Provide the phone number for reservations, and provide the hours and days reservations are accepted. If there is more than one provider, list name, telephone number and the hours and days that they accept reservations.

**Reservations can be made by calling 908-241-8300 Monday through Friday from 8:00 a.m. to 4:00 p.m. Press 1 for reservations press 2 for dispatch. First time callers should call between 1:00 p.m. and 4:00 p.m.**

- b. What is the minimum and maximum amount of time needed to reserve a trip?

**The maximum amount of time needed to reserve a trip is 2 weeks.  
The minimum amount of time needed is 5 to 7 days.**

- c. Will you accept a same-day reservation?

**Not usually, unless there is a cancellation that leaves an opening that will accommodate the person's need for transportation**

- d. What is your agency's available hours for open appointments other than subscription trip? (For example, limited capacity from 7-10am and 3-5pm due to nutrition and/or non-competitive employment).

**We recommend that passengers making open appointments make them between the hours of 10am to 2pm, that is our least busy time of the day. Early in the morning and later in the afternoon most all the vehicles are in use dropping off and picking up passengers from sheltered workshops and adult day care centers.**

- e. How is a trip identified as Section 5311 eligible? **N/A**

- f. Do you maintain a customer profile? If yes, what information is contained in this profile?

**Yes, name, address, phone number, D.O.B., Medicaid eligible, income level (if required by funding source) disability or special needs, mobility device, ethnicity, emergency contact name and phone number.**

- g. How is customer eligibility verified for SCDRTAP?

**Eligibility is determined as the intake information is being taken for the first time by date of birth, disability, income level and status, such as Medicaid eligibility or veterans status. Eligibility verification does not differ between seniors (60+) and/or persons with disabilities.**

- h. Name the computer routing and scheduling software product currently used for operations. Include yearly license fee/cost for this product.

**Tripspark NOVUS**

- i. How is the above computer routing and scheduling product used? Please check all that apply.

☒ Customer database

☒ Computer assisted routing and scheduling

☒ Generate ridership reports

- j. Describe any other computer technology used for operations. Example: mobile data terminal, global positions systems, AVL, Tablets, IVR, Cameras, Etc.

**We currently use Samsung Tablets, with NOVUS GPS, IVR and Drive Cam Cameras.**

## Americans with Disabilities Act (ADA) Service Requirements

1. Does your program have a way for customers with visual impairments waiting at a stop to know what bus has arrived? Vehicle Identification Mechanisms are required on routes where multiple vehicles serve the same stop, but suggest done at all times as a common passenger courtesy.  
☒ Yes      ☐ No      ☐ N/A
2. Does your program permit individuals with disabilities to travel with their service animals?  
☒ Yes      ☐ No
3. Lift and Securements
  1. Do you have securements for mobility devices on your vehicles?  
☒ Yes      ☐ No
  2. Do you service passengers whose mobility devices cannot be secured to your satisfaction on your vehicles?  
☐ Yes      ☒ No
  3. Do you allow a passenger to remain in their mobility device or do you require them transfer to another seat? **Require them to transfer**  
☐ Yes      ☐ No
  4. Does your staff provide assistance with the use of lifts, ramps and securement systems?  
☒ Yes      ☐ No
  5. Do you permit individuals with disabilities who do not use a mobility device to use of a lift or ramp, including standees?  
☒ Yes      ☐ No
  6. Do you allow wheelchair passengers to refuse a lap belt if all other customers are not required to use one?  
☐ Yes      ☒ No
4. Do you provide service to persons using respirators or portable oxygen?  
☒ Yes      ☐ No
5. Do you ensure adequate time for individuals with disabilities to board or disembark a vehicle?  
☒ Yes      ☐ No
6. Do you provide training to operators of deviated fixed routes and demand responsive service including training for the safe operating of the vehicles and accessibility equipment and the proper treatment of people with disabilities? Drivers and support staff should have regular sensitivity training in addition to other required driver training.  
☒ Yes      ☐ No
7. Do you make reasonable accommodations in policies, practices, or procedures when such accommodations are necessary to avoid discrimination on the basis of disability?  
☒ Yes      ☐ No

8. Do you make information about how to contact the agency to make requests for reasonable modifications readily available to the public through the same means it uses to inform the public about its policies and practices?
- ☒ Yes ☐ No

### **Service Area Details and Feeder Service**

Please note: Rural areas are defined by US Census data. Be aware the 2020 census may impact your rural funding once results are final.

Complete the following by Grant:

1. List area you propose to serve in this application by grant

**SCDRTAP: All 21 municipalities of Union County; Berkeley Heights, Clark, Cranford, Elizabeth, Fanwood, Garwood, Hillside, Kenilworth, Linden, Mountainside, New Providence, Plainfield, Rahway, Roselle, Roselle Park, Scotch Plains, Springfield, Summit, Union, Westfield and Winfield Park. We transport to a 5 mile radius outside of the county Monday through Friday; anything beyond the 5 miles we transport on Monday and Wednesday for medical proposes only.**

Section 5311: (Include the specific municipalities served). **N/A**

2. Provide a list of relevant common sites and key trip generators, including central business districts, major employment centers, shopping centers, hospitals, social service centers and college/universities, apartment complexes, senior complexes. Indicate those that are in your 5311 service area. In addition provide a map of your Section 5311 service area as. If service is a deviated rote please make sure route is identified on the map showing the rural sections. If service is demand response show rural area served. Marketing materials should identify rural areas as general public service. NJT Attachment U. If you are operating a deviated fixed route(s) service please indicate the route on the map.
3. **Hospitals/Medical Centers:** Trinitas Behavioral Health, Overlook Medical Center, Summit Medical Group, UCPC Behavioral Health, RWJ Rahway Medical Associates, JFK Medical Center in Edison, Lyons VA and the VA Hospital in East Orange, Newark Beth Israel, St. Barnabas Hospital in Livingston, Kessler Institute in East Orange and West Orange, St. Peters and UMDNJ in Newark.
4. **Colleges/Universities:** Kean University, Union County College (3 campuses – Cranford, Scotch Plains and Elizabeth)
5. **Senior Services:** John T. Gregorio Center, Jewish Family Services, Liberty Square Senior Center, O'Donnell Dempsey Senior Center, Ehrhart Gardens, Richmond Towers, Plainfield Tower West, Schaefer Gardens, Union Township Senior Center, Kenilworth Senior Center, Cranford-Lincoln Senior Apartments and Ann Ferguson Towers
6. **Shopping Centers:** Aviation Plaza, Linden Plaza, Blue Star, Watchung Square, Woodbridge Center, Menlo Park Mall, Jersey Gardens

7. **Workshops/employment:** In Roads to Opportunity (formally OCUC), Bridgeway, ARC of Union County, Community Access and Park Hotel
8. **Senior Centers:** Spend-a-day (SAGE) J.C.C. (Jewish Community Center) Cedar Harbor and YMCA – WISE Center for Adults
9. **Senior/disabled housing:** Carteret Assisted Living, Clark Nursing Home, Cornell Hall, Elizabeth Nursing Home, Cranford Extended Care, Elmora Hills, Plaza Nursing Home, Woodlands Nursing Home and The Chelsea at Fanwood.
10. **Dialysis:** New Point Campus Dialysis, Davita Plainfield, Hillside, Millburn, Mountainside and Rahway. Trinitas Dialysis Center Linden and Elizabeth. FMC of Elizabeth, Kenilworth, Linden, Union and South Plainfield.

11. If your agency provides feeder service check all that apply.

Private bus service	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List bus routes _____		
Municipal bus service	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List municipalities _____		
County bus service	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List bus routes _____		
County paratransit	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List counties _____		
NJ TRANSIT train service	X <input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List train line & stations <u>All train stations in Union County</u>		
NJ TRANSIT local fixed route bus	X <input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List route numbers <u>All bus routes in Union County</u>		
NJ TRANSIT Light Rail	X <input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311
List train line & stations <u>All trains light rail train stations in Union County</u>		
ACCESS LINK paratransit	<input type="checkbox"/> SCDRTAP	<input type="checkbox"/> 5311

12. Does your service extend to the required 5 miles outside the county borders?

X ☐ Yes ☐ No

a. What significant trip generators have been identified outside the county borders?  
**Specialty doctors' offices and dialysis are our significant trip generators.**

b. Do you provide non-medical out of county trips? **No**

- c. Does your agency place any restrictions on out of county trips? **We provide out of county trips over the five mile limit on Monday and Wednesday only.**

### Service Coordination

All service providers must have in place a Coordinated Human Service Transportation Plan (CHSTP) that has been locally developed. The CHSTP may include the intercity bus needs of seniors, people with disabilities, and low income populations. The FTA encourages the inclusion of intercity transportation in the CHSTP.

Provide the following:

1. Date last updated CHSTP: September 2018 Plans should be updated every 5 years.

Attach all addendums and/or updates to your CHSTP since 2018 to date. Attach as NJT Attachment D

2. Did your Agency hold any CHSTP meeting in 2018 to Date?

X ☐ Yes ☐ No

If yes please list dates of when meeting occurred

Meeting Date September 12, 2018

3. Please list CHSTP stakeholder 2020 meetings dates, locations and times. Meetings should be scheduled at a minimum of two times a year. Meeting must be scheduled prior to submission of this application. **September 2020**
4. List all formal and informal coordination efforts with other agencies, organizations, municipalities and/or counties where **no money** is involved in Table 5. The description of the service provided should include trip purposes, customer characteristics, days and span of hours. Submit copies of all written agreements as NJT Attachment E.

Table 5

Name of Agency	Description of Service Provided
Richmond Towers Plainfield	Shopping
Scotch Plains Senior Housing	Shopping



5. List all contracts in which you **receive funds from an agency** to provide service. Complete Table 6. The description of the service provided should include trip purposes, customer characteristics, days and span of hours. Submit copies of all written agreements as NJT Attachment F.

Table 6

Name of Agency	Contract Term	Unit Cost	Annual Revenue	Description of Service Provided
<b>Bridgeway Rehab Services</b>	<b>1 yr.</b>	\$7.00 Per trip	\$10,815	Partial Care Transportation M-F 7:30 am – 5:30pm
<b>Inroads to Opportunities</b>	<b>1 yr.</b>	\$6.00 Per trip	\$31,531	Partial Care Transportation M-F 7:30 am – 5:30 pm
<b>Logisticare</b>	<b>1 yr.</b>	\$10.00 Per trip	\$35,991	Provide Medicaid Transportation M-F 7:30am – 5:30 pm
<b>HFT Management Inc.</b>	<b>2 yrs.</b>	62% of gross	\$6,693	Advertising on Union County Paratransit vehicles
<b>Public Partnerships</b>	<b>1 yr.</b>	\$2.00 Per trip	\$1,504	Transportation of 2 individuals receiving SSI money

### Route Deviation

1. If you operate route deviation service, explain how trips are documented and how deviation requests are tracked?

**Union County operates a Route 22 shuttle where a passenger can request a route deviation up to one-half mile off route that must be requested by 3:00 PM the day prior to service by calling 908-241-8300. For their return trip the passenger must call and press 2 to notify dispatch they are ready to be picked up.**

2. List routes and provide data in Table 7.

Table 7

Route by Name	Is This Route Funded by SCDRTAP?	Is This Route Funded by 5311?	Annual One-Way Trips	Annual Total # of Times Vehicle Deviates from Route
<b>Route 22 Shuttle</b>	<b>No</b>		<b>76,205</b>	<b>8,586</b>


3. Is it your policy to announce stops at transfer points, major intersections and destination points, at adequate intervals along a route and an individual stop upon request? This requirement must be noted in driver manual.

X ☐ Yes ☐ No

4. Do your vehicles have signage showing route and destination?

X ☐ Yes ☐ No

5. Do you allow deviation for general public passengers?

X ☐ Yes ☐ No

6. Do your vehicles have the universal accessibility symbol?

X ☐ Yes ☐ No

### Training

1. Do you provide training for your Administration /Operations staff?

X ☐ Yes ☐ No

If yes, list trainings and recertification requirements.

**Sexual Harassment, Drug and Alcohol, Customer Service, Conflict Resolution and Specific department/technology training.**

2. Do you provide training for your drivers?

X ☐ Yes ☐ No

If yes, please list trainings.

**Sexual Harassment, Drug and Alcohol, Blood borne pathogens.**

**Classroom Training includes: Defensive Driving, Wheelchair securement, PASS, Following Distance, Pedestrian Awareness, Pre-trip inspections, Intersections, Backing-up, Railroad crossings and more.**

**Behind the wheel training with another driver or road supervisor: Maneuverability, Forward/Reverse Three Point, Six point turn, Serpentine, Straight backing, and Railroad crossings.**

3. Does your agency have a certified driver trainer on staff or do you outsource your trainings? **The contracted agency's certified trainer is responsible for the training of all drivers.**

## 2020 Short-Term Program Goals

List at least three goals to improve your system in grant year 2020. Include Milestones on how you will obtain these goals.

Goal 1. **To continue to provide the service we are currently providing with reduced funding.**

Goal 2. **To obtain additional funding, by pursuing grants or entering into agreements with agencies.**

Goal 3. **Outreach to agencies or areas needing Paratransit services**

## SECTION III – BUDGET

### Program Budgets

Complete attached Excel spreadsheets for your grant year 2018 Expenditure and grant year 2020 projected budgets. Please make sure to include **ALL** funding sources. You can edit the heading to include funding sources that are not listed.

### Close-out funds

Does your agency have carryover funds that will be added into the 2020 SCDRTAP budget? Please note close-out funds should be added to your 2020 allocation and shown in the attached budget spreadsheet 2020 proposed budget by funding source.

☐ Yes      ☒ No

What Calendar year(s) carryover funds will be added to the 2020 budget? None

Provide the amount of funds that will be added. N/A

To what budget will you be adding your carryover funds to?

- ☐ Operating  
☐ Administration  
☐ Capital

Describe in detail what your carryover funds will be allocated for? **N/A**

### Alternative Revenue Total Collected for Calendar Year 2018

1. Is a fare charged to use your 5311 service?

☐ Yes      ☐ No

2. Is a fare charged for your SCDRTAP service?

☒ Yes      ☐ No

3. Is there a donation policy for your 5311 service?

☐ Yes ☐ No

4. Is there a donation policy to use your SCDRTAP service?

☒ Yes ☐ No

5. Are funds from donations and fares placed in an account for transportation?

☒ Yes ☐ No

If no, explain.

6. Explain how donations/fares are collected.

7. **Fares are collected monthly; an invoice is mailed to the passenger the month following their service. All payments are accepted in the form of a check or money order only and mailed to the contracted vendor in order that their account may be credited. Passengers that fall below the Federal Health and Human Service Poverty Guidelines or are Medicaid recipients are exempt from paying a fare**

8. Complete Table 8 with all dollar amounts earned through alternative revenue sources.

Table 8

Alternative Revenue	Revenue Collected in 2018	Revenue Projected for 2020
Fares / SCDRTAP	\$101,174.50	\$100,000
Fares / 5311	N/A	N/A
Donations / SCDRTAP	-0-	-0-
Donations / 5311	N/A	N/A
Advertising on vehicles	\$6,693	\$5,000
Medicaid (Logisticare)	\$35,991	\$30,000
Revenue Contracts <u>Bridgeway Rehab. Services</u>	\$10,815	\$10,000
Other: <u>Inroads to Opportunities</u>	\$31,531	\$30,000
Other _____		
Total		

### Indirect Administrative Costs

1. By grant, do you charge indirect cost to either SCDRTAP or 5311?  
If yes, attach your approved Indirect Cost Plan as NJT Attachment G.

SCDRTAP

☐ Yes ☒ No

5311

☐Yes☐No

What federal agency has approved your indirect cost plan for 5311? **N/A**

2. Has the applicant made a change in its accounting system and/or cost rate proposed methodology, thereby affecting the previously approved cost allocation plan/indirect cost rate and its basis of application?

☐Yes☒No

### Third Party Contracting

#### 1. Current Third Party Contracting

Please list all transit-related third party purchases and contracts that were funded (i.e., transportation services, computer routing/scheduling or services, dispatching, auditing, drug and alcohol testing, legal, and marketing, vehicles, maintenance) to a third party.

Table 9 – SCDRTAP January 1, 2019- December 31, 2019

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
MPC	1 year	\$57.66	\$4,412,986.77	Routing and Scheduling

Table 10 – 5311 January 1, 2019- December 31, 2019

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
N/A				

2.  
3.  
4.  
5.  
6.

#### 7. Proposed Third Party Contracting

Please list all transit-related third party proposed purchase and contracts that will be funded (i.e., transportation services, computer routing/scheduling or services, dispatching, auditing, drug and alcohol testing, legal, marketing, vehicles, maintenance) to a third party.

Table 11– SCDRTAP January 1, 2020- December 31, 2020 (please make sure to include proposed CAPITAL purchases).

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
MPC	1 year	\$58.81	\$4,501,246,51	Routing and Scheduling

Table 12 – Section 5311\* January 1, 2020- December 31, 2020

Name of Agency	Contract Term	Unit Cost	Annual Cost	Description of Service Purchased
N/A				

All procurements for SCDRTAP and S5311 over \$1,000 require prior approval of NJ TRANSIT, this includes service and capital procurements. Section 5311 third party contracts must include applicable federal clauses and be reviewed and approved by NJ Transit prior to advertising. All vendors with multiyear contracts under FTA programs must sign annual certifications in order to remain compliant.

## SECTION IV – PROJECT EQUIPMENT

### Vehicle Inventory

Attach a current inventory list of all vehicles in fleet using excel spreadsheet that was provided. If possible, inventory should be sorted by oldest model year listed first. Attach as NJT Attachment H (Use provided Excel spreadsheet)

The inventory includes:

- A. License plate number
- B. VIN
- C. Mileage
- D. Year of Purchase
- E. Funding Source
- F. Vehicle Manufacturer – (engine manufacturer) - Ford, International, Chevy, etc.
- G. Vehicle Body – when a chassis or body is altered by another manufacturer (such as Blue Bird, Champion), the company completing the alteration is considered the body manufacturer.
- H. Vehicle Model – the manufacturer's model name and/or number.
- I. Vehicle Type
  - Bus 40 ft. – large transit bus
  - Bus 35 ft. – medium transit bus
  - Bus < 30 ft. – small transit bus, 18-24 passenger
  - Bus < 30 ft. – minibus (158" WB)
  - Bus < 30 ft. – extended minibus (176" WB)
  - Sedan/station wagons – Sedan/wagons
  - Accessible minivan
- J. Vehicle Cost

- K. Grant Year
- L. Location
- M. Use and condition
- N. In-service Date
- O. Projected Retirement Date – *All counties should have a vehicle replacement plan*
- P. Proposed Disposition Action (Auctioned; Active; Competitive Sale Process, Transferred, Returned to NJ TRANSIT)
- Q. Fuel – DF (Diesel); GA (Gas); AF (Alternative Fuel)
- R. Floor Plan – Please include # seats; # foldaway; foldaway type; # securements and vehicle length. (For example: If you have a vehicle that can seat 14 and has a floor plan that seats 12 ambulatory, has one double foldaway seat that seats an additional two and one securement position up you would provide information as follows:)
  - # of seats: 12
  - # of Foldaway: 1
  - Foldaway: (seats one or two) 2
  - # of securements: 1
  - Vehicle Length (in feet)
- S. Accessible – LF (low floor); LE (lift-equipped); NA (not accessible)
- T. Other-fill in description

### Non-Vehicle Inventory

FTA funded non-vehicle inventory, for those subrecipients who have used 5311 funds to purchase non-vehicle items. Attach as NJT Attachment I (Use provided Excel spreadsheet).

Inventory/Asset Name	Serial Number	Funding Source	Grant Year	Date of Purchase	Original Purchase Price	Maintenance Plan Required for Items over \$5,000.00*	Date Useful Life will be met
----------------------	---------------	----------------	------------	------------------	-------------------------	--	------------------------------

*All items purchased with FTA funding must be tagged with grant year, funding source and date of purchase.*

### Capital Disposal 2018

- Did the applicant dispose of any vehicles and/or equipment purchased with SCDRTAP funds in calendar year 2018 (to date)?

☐ Yes      ☒ No

If yes, were any vehicles and/or equipment removed from service before the end of useful life?

☐ Yes\*      ☒ No

\*If yes, complete the Table 13 below

- Did the applicant dispose of any vehicles and/or equipment purchased with Section 5311 funds in 2018?

☐ Yes      ☒ No

If yes, were any vehicles and/or equipment removed from service before the end of useful life?

☐ Yes\*      ☒ No

\*If yes, complete the Table 13 below

Table 13

Description of Disposed Equipment	Grant Used to Purchase Equipment		Was NJ TRANSIT notified?		Date of Notification	Amount Received if Auction or Sold	Was Supporting Documentation Submitted?		Appraised Value if Vehicle was removed prior to useful life	Name of Appraiser
	SCDRTAP	5311	Yes	No			Yes	No*		



## SECTION V - PUBLIC OUTREACH

### Public Outreach Activities

1. Describe special events, presentations, conferences, articles, news coverage, reports or any other forms of media that the county participated in 2018 to-date. In addition, if applicable, any activities that may be planned for 2020.

During the year we joined forces with the Union County Division on Aging at Jewish Family Services in Elizabeth, Elizabethport Presbyterian Center, in Elizabeth, SAGE Eldercare, in Summit and Jewish Community Center in Scotch Plains. Township Community Action Org., Union County Minority Task Force in Rahway. One of our CAC board members is the editor of the Senior News and Third Wave News, she often puts information about Union County Paratransit in the paper and invites us to speak at health and lifestyle events. This year we attended a Transportation Summit in celebration of older adults month held at the Elizabeth Public Library and a City of Plainfield Transportation Fair held at Plainfield City Hall both of these events were sponsored by NJTIP @ Rutgers. Paratransit also did a presentation at Westfield Community Center.

2. Provide a list of locations of where transportation marketing materials are distributed in the service area, how often are they distributed?

The County holds many events throughout the year including street fairs, craft shows, fishing derbies, Harvest Festival, Family Flix, Bio-Blitz, concerts in the park where Paratransit vans are used either for transporting residents or a vehicle is on display. The Freeholders Information van attends nearly all these events and is also frequently requested by townships and local organizations. This van is a hub of information about the services offered to county residents; the "Paratransit User's Guide" in both English and Spanish along with the Route 22 Safety Shuttle brochures can be found in this van. The User's Guide is also distributed in different public offices throughout the County. (i.e. DHS, Div. on Aging, One Stop Operations, libraries). This year we have added palm cards for both Paratransit services and the Route 22 Safety Shuttle.

### Marketing Materials

1. ☒ Attach SCDRTAP and Section 5311 marketing materials. (i.e., system brochure, timetables, cable TV ads, advertising, mailings, newspaper articles and copies of website). Attach as NJT Attachment J
2. Do you make service information available in accessible format upon request?  
☒ Yes ☐ No

### Public Hearing and Notification (only required for SCDRTAP funding)

Attach all documents as NJT Attachments K1-K7

1. The notice should include the location, when and where the application will be available for public review. The notice must be advertised in two different newspapers at least 30 days prior to the public hearing dates. Submit notarized copies of both public notices with

application as NJT Attachment K1.

2. The Public Hearing Notice must be sent to all Municipal Clerks in your county. The Public Hearing Notice must also be sent to county organizations, agencies, and associations that serve senior citizens and people with disabilities. Submit a list of organizations and Municipalities that the letter was sent to as NJT Attachment K2.
3. A large print of the Public Hearing Notice must be posted on all system vehicles. Notice must be posted on all vehicles at least 30 days prior to the public hearing and left on the vehicles until the date of the hearing. Submit a sample of the vehicle notice as **NJT Attachment K3**.

Prior to and After Public Hearing Date:

1. Prior to the Public Hearing a copy of the 2020 budget and goals must be available for public review on the County Website and/or in the Public Library (and at least 14 days after the public hearing date). Include as **NJT Attachment K4** the screen shot of the website and copies of correspondence requesting the web post and/or name of the library branch, address and date copy was placed in Library..
2. Once your application is completed an electronic copy of the 2020 application must be placed on the county website for public review. Attach a screen shot of the county website with the link to the electronic application as **NJT Attachment K5**.
3. The County must meet with their local CAC to review the proposed service activities, goals and budget for 2020. Their input and feedback should be considered in the planning process for this application. Please indicate the date of this CAC meeting and include copy of meeting minute notes showing application was reviewed with CAC members as **NJT Attachment K6**.
4. Copies of the 2020 application (if available) or a summary of proposed activities, goals and proposed budget should be available at the public hearing.
5. Complete public hearing transcripts must be submitted. If not available by application due date the transcripts can be submitted after the application's filing deadline as **NJT Attachment K7**.

## SECTION VI - ADDENDUMS

### SCDRTAP Maintenance of Effort (MOE) Certification

Excerpt from Guidelines, Description and certification of Maintenance of Effort (MOE)

(a) The purpose of the Senior Citizen and Disabled Resident Transportation Assistance Program to provide for additional or expanded transportation services to senior citizens and disabled residents. Therefore designated recipients must maintain the same level of funding for senior citizen and transportation services as prior years.

(b) In order to comply with this Maintenance of Effort (MOE) requirement, the application must contain senior citizen and disabled resident transportation non-capital expense data from the past two years prior to the implementation of the Senior Citizen and Disabled Resident Transportation Assistance Program. This data should include non-capital expenditures of the designated recipient and/or applicant and any other agency, group, or groups, which will participate in the coordinated transportation program. Data from groups joining the coordinated system since the implementation of the Senior Citizen and Disabled Resident Transportation Assistance Program must be added to the original year period immediately preceding their joining the coordinated system

Actual Maintenance of Effort for 2019	\$472,000
---------------------------------------	-----------

Proposed Maintenance of Effort for 2020	\$472,000
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If the MOE for 2020 has increased/decreased, please explain below:

**Sample of Required SCDRTAP Application Cover Letter**  
Attach as NJT Attachment L

August 20, 2019

Anna Magri, Director  
NJ TRANSIT  
Local Programs and Minibus Support  
One Penn Plaza East, 4<sup>th</sup> floor  
Newark, New Jersey 07105-2246

Dear Mrs. Magri:

The County of Union is hereby applying for funds under Senior Citizens & Disabled Residents Transportation Assistance Program (SCDRTAP). The approval of this grant will enable transportation services to be available to the senior citizens and disabled residents in our County. The County of Union is requesting \$882,310 for 2020. The scheduled public hearing date is September 10, 2019. The application will be available at the following locations the County web site [www.ucnj.org](http://www.ucnj.org) and the Elizabeth Library 11S. Broad Street, Elizabeth as of the following date September 9<sup>th</sup>, 2019

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, please contact Kathleen Carmello at 10 Elizabethtown Plaza 2<sup>nd</sup> Fl. Elizabeth, NJ 07207 or call 908-659-5001.

As the Applicant, the County of Union agrees to comply with all regulations and administrative guidance required for application to the Senior Citizens and Disabled Resident Transportation Assistance Program for the program year 2020. The Applicant affirms the truthfulness and accuracy of the information it has made in the statements submitted herein and any other submission made to NJ TRANSIT. In signing this document, I declare the foregoing information and any other statement made on behalf of the Applicant are true and correct.

Sincerely,

*Kathleen E. Carmello*

Kathleen E. Carmello  
Paratransit Director

## **SCDRTAP Applicant Authorizing and Supporting Resolution**

Sample Text for Authorizing Resolution. Attach as NJT Attachment M.

Resolution authorizing the filing of an application to NJ TRANSIT on behalf of (Subrecipient) for a grant under the Senior Citizen and Disabled Resident Transportation Assistance Act, as amended.

WHEREAS, in 1984 the governor of New Jersey signed into law legislation creating the "Senior Citizen and Disabled Resident Transportation Assistance Act;" and,

WHEREAS, under this law Casino Tax Revenues may be utilized for the provision of elderly (60+) and disabled transportation; and,

WHEREAS, the county of (Name of County) must submit an application to NJ Transit Corporation to obtain funding in amount of \$ \_\_\_\_\_ for period covering January 1, 2020 to December 31, 2020; and

WHEREAS, the county of (Name of County) will provide transportation services as described and intended by the Senior Citizen and Disabled Resident Transportation Assistance Act.

NOW, THEREFORE, BE IT RESOLVED BY (Name of Governing Body)

1. (Title of Subrecipient's Designated Official) shall forward one (1) original application together with one (1) certified copy of this resolution to:

NJ TRANSIT  
Local Programs & Minibus Support  
One Penn Plaza East- 4<sup>th</sup> Floor  
Newark, NJ 07105-2246; and,

2. BE IT FURTHER RESOLVED, that the (Name of Subrecipient's Designated Official) is hereby authorized to execute the necessary contractual agreements on behalf of the county of (Name of County).

## **SECTION VII – 5311 ADDITIONAL ITEMS**

The following are only required by Section 5311 Applicants

### **Opinion of Counsel Letter**

Sample Opinion of Counsel-Attach as NJT Attachment N

(Date)

(Name of Applicant)

(Address of Applicant)

To Whom It May Concern:

This communication will serve as the requisite opinion of counsel to be filed with NJ TRANSIT in connection with the application of Name of Applicant for financial assistance pursuant to the provisions of Section 5311 of the Federal Transit Act, as amended for administration, capital, and operating assistance project(s). The legal authority for Name of Applicant's ability to carry out administration, capital and/or operating assistance projects directly, by lease, contract, or otherwise is set forth below:

Name of Applicant is authorized to provide and assist public transportation by acquisition, construction and operation of existing or additional transit facilities. This assistance may be provided directly or by agreements with other parties.

The authority of Name of Applicant to provide funds for the local share of the project is set forth in (cite source and provide a copy of, for example, of the local ordinance passed by County Board of Chosen Freeholders or other governing body authorizing funding for the local share, if applicable).

I have reviewed the pertinent Federal State and local laws, and I am of the opinion that there is no legal impediment to making application for Section 5311 assistance. Furthermore, as a result of my examination, I find that there is no pending or threatened litigation or other action, which might in any way adversely affect the proposed project in the program or the ability of Name of Applicant to carry out such projects in the program.

Sincerely,

Legal Counsel

## ADA Certification of Equivalent Service

Attach as NJT Attachment O

The **County of Union** certifies that its demand responsive/ Route Deviation service offered to individuals with disabilities, including individuals who use wheelchairs, is equivalent to the level and quality of service offered to individuals without disabilities. Such service, when viewed in its entirety, is provided in the most integrated setting feasible and is equivalent with respect to:

- (1) Response time;
- (2) Fares;
- (3) Geographic service area;
- (4) Hours and days of service;
- (5) Restrictions on trip purpose;
- (6) Availability of information and reservation capability; and
- (7) Constraints on capacity or service availability.

In accordance with 49 CFR 37.77, public entities operating demand responsive/ Route Deviation systems for the general public which receive financial assistance under 49 U.S.C. 5311 or 5307 must file this certification with the appropriate state program office before procuring any inaccessible vehicle. Such public entities not receiving FTA funds shall also file the certification with the appropriate state program office. Such public entities receiving FTA funds under any other section of the FT Act must file the certification with the appropriate FTA regional office. This certification is valid for no longer than one year from its date of filing.

Kathleen E. Carmello  
(Name of authorized official)

Paratransit Director  
(Title)

\_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

## Civil Rights

### Equal Employment Opportunity (EEO)

An EEO program is required if an applicant in previous Federal fiscal year (only FTA funds) - received in excess of \$1 million or planning assistance in excess of \$250,000 and has 50 or more mass transit related employees.

For the period **January 1, 2018 through December 31, 2018**, answer the following:

1. How many transit related employees does your agency have?  
*When calculating the total number of transit-related employees, agencies are required to include all part-time employees and employees with collateral duties that support the transit program. For example, a budget analyst who processes payments for the transit program would be considered a transit-related employee. This includes part-time employees and those involved in support of the transit program*

\_\_\_\_\_ 52 \_\_\_\_\_ Transit Related Employees

2. Is the applicant required to have an EEO Program?  
☒ Yes      ☐ No
  - a. If yes, does the applicant have an approved program in place?  
☒ Yes      ☐ No
  - b. If no required program is in place, provide estimated date of completion.  
Date: \_\_\_\_\_
3. Were any complaints received between the period January 1, 2018 and December 31, 2018?  
☐ Yes      ☒ No

If yes, summarize complaints, any informal or formal EEO complaints (only from transit related employees) received, and describe how these complaints were addressed or resolved.

### ADA

Did applicant make reasonable modifications for employees and/or passengers with disabilities during the past year in accordance with Title III of the ADA? (Please make sure your Reasonable Accommodation policy is attached as part of Attachment C).

☒ Yes      ☐ No

If yes, explain.

**Drivers have assisted passengers door to door when requested.**



## Title VI

Does your agency have a current approved Title VI program submitted to NJ TRANSIT?

☒ Yes ☐ No

Has your agency received any complaints, investigations or lawsuits alleging discrimination in the delivery of transportation service within the last three years?

☐ Yes ☒ No

If yes, provide a description of the allegation and the current status and/or outcome.

Has any federal entity conducted a Title VI compliance review of your agency within the last three years?

☐ Yes ☒ No

If yes, provide the following:

- Purpose/Reason for Review
- Name of the Agency that Performed the Review
- Summary of Findings/Recommendations
- Status and/or Disposition

Do you have any pending grant applications to other federal agencies (besides FTA)?

☐ Yes ☒ No

If yes, provide a brief description of pending applications to other federal agencies.

Has your agency had a finding of noncompliance by any other federal agency?

☐ Yes ☒ No

## 5311 Budget Request FTA Non-Urbanized Area Formula Program (Section 5311)

January 1, 2020 - Dec 31, 2020  
Project Budget Request (include Match)

Operating	Budget Request
Total Operating (should include total Operating budget for this program)	
(-Fares)	
(-Donation)	
Total Operating	
Administrative	Budget Request

Total Administrative (should include total Administration budget for this program)	
<b>Capital</b>	<b>Budget Request</b>
Total Capital	
<b>GRAND TOTAL</b>	

### Rolling Stock N/A

Only fill Table 17 if you are purchasing rolling stock under the Section 5311 grant.

If you are applying for rolling stock your Section 5311 contract will be reduced for the cost of the vehicle (s). NJ TRANSIT purchases all rolling stock on behalf of our FTA subrecipients. In addition there is a required local match of 10% for capital purchases. The subrecipient is given a choice at time of vehicle purchase to pay the 10% local match either by: 1) being invoiced by NJ TRANSIT for the 10% match or 2) if subrecipient receives SCDRTAP funds we will reduce by budget modification your SCDRTAP contract at time of purchase by an amount equal to the 10% cost of vehicle.

Table 17

	Budget Grant Approval (Shows current fleet numbers)	Amount of Change (Shows additions to fleet if expansion)	After Grant Approval (Shows final fleet total after grant is relieved)
I. Active Fleet			
A. Peak Requirement			
B. Spares			
C. Total(A+B)			
D. Spare Ratio(B/A)			
II. Inactive Fleet			
A. Contingency Reserve			
B. Pending Disposal			
C. Total (A+B)			
III. Total Fleet			
(IC + IC)			

### Fleet Replacement

If Section 5311 vehicle is a replacement fill in this section, regardless of funding source.

Make/Model:

Year of Manufacture:

Vehicle I.D. Number (VIN):

Month/Year Placed in Revenue Service:

Accumulated Revenue Miles:

Estimated Month/Year to be Taken Out of Revenue Service:

Condition:

Original Grant Purchased Under:

**Capital Public Notice Requirement**

Attach as NJT Attachment P

As per the FTA there must be an opportunity for public review and comment for all FTA funded capital projects. To comply with this requirement all Section 5311 subrecipients awarded a capital project (vehicle, mobility management project and/or other capital equipment) must do a public notice in a newspaper soliciting public comment. A public hearing is only required if the capital project has a significant economic, social or environmental impact in the community.

**PUBLIC NOTICE**

Notice is hereby given that \_\_\_\_\_ has made application to  
Agency Name

NJ TRANSIT for \_\_\_\_\_ to assist in providing  
How many and what type of vehicles

transportation to general public in rural areas of \_\_\_\_\_, New Jersey. This project  
List areas utilizing vehicle(s)

will be partially funded with FTA Section 5311 funds under a grant submitted to the Federal Transit Administration.

Any interested party who has a significant, social, economic or environmental interest is invited to provide comments within 30 days to:

(Name of Subrecipient)  
(Address)

**PLEASE NOTE:**

When returning application, please include: Original notarized copies of Public Notices that actually appeared in the newspaper on two separate days. (Raised seal not required as long as the newspapers provide a certification and proof of publication.) Attach as NJT Attachment Q.

### Financial Management Systems

1. Does the applicant have fiscal control and accounting procedures sufficient to do the following:
  - a. Permit the preparation of reports necessary to comply with program and statutory requirements.  
☐Yes      ☐No
  - b. Permit the tracking of funds to ensure that funds have not been used in violations of restrictions and prohibitions applicable to program.  
☐Yes      ☐No
2. Please describe accounting system used – include name of system.
3. Do you keep separate accounting records for this project?  
☐Yes      ☐No

### Suspension and Debarment

It is the Section 5311 subrecipient's responsibility to ensure that none of their third party contractors are debarred, suspended, ineligible or voluntarily excluded from participation in FTA funded projects.

Has the required suspension/debarment clause been included in bid specs (services or capital) and the final contract for all third party contracts over \$25,000 utilizing FTA Section 5311 funds? (For bid specs and contracts covering 2019 contract year)  
☐Yes      ☐No

Prior to entering into third party contracts over \$25,000 (services or capital) must review the website System for Awards Management (SAM) at [www.sam.gov](http://www.sam.gov). The new website [sam.gov](http://sam.gov) provides a more detailed profile of the vendor including disbarment, DUNS number and federal debt then previous excluded party listing system website. (Subrecipient should print screen which would show date website was checked and verify whether vendor was NOT debarred or suspended from participating in federally funded contracts.)

Did subrecipient check the Systems for Awards Management prior to entering into contract with

vendor during 2019?

☐ Yes

☐ No

### Local In-Kind Match and Match Source

Do you plan on using an in-kind match for 2020 S5311?

☐ Yes

☐ No

\*If yes, what is the total amount and source(s)?

Total Amount \$ \_\_\_\_\_

Source(s): \_\_\_\_\_

\*Documentation must be submitted by applicants who indicated they would be providing an in-kind match in period January 1, 2020 to December 31, 2020. In-Kind match will be reviewed by NJT staff to ensure that it meets federal requirements and that supporting documentation is verifiable. Subrecipient will receive approval of in-kind match prior to contract execution. *Please note that all in-kind matches must have a measurable dollar value.*

Provide breakdown of proposed match dollars for 2020 contract years in Table 18.

Table 18

Funding Match Source	Name of Source	Match Amount
Local Funds: (list)		
State Funds: (list) (i.e. Human Service funding)		
Revenue Contracts (list) (i.e. vehicle advertising contracts list indicate revenue source/contracts used as match)		
Federal (Non-FTA)		
SCDRTAP funding		
In-Kind (list)		
Other specify		

### Special Section 5333(b)

The attached Special Warranty and the procedures incorporated therein represent the understandings of the Department of Labor and the Department of Transportation with respect to the formula Grant Program for Areas Other Than Urbanized Areas (C.F.R. U.S.C. Section 5311)

The Department of Transportation will make this Special Warranty a part of the contract of assistance between the U. S. Department of Transportation and each state agency designated to receive and administer funds under Section 5311 of the Urban Mass Transportation Act of 1964, as amended.

The Secretary of Labor has found that the terms and conditions of the Special Warranty meet the requirements of Section 5333(b) of the Urban Mass Transportation Act of 1964, as amended. Accordingly, the Secretary of Labor hereby makes the certification that inclusion of these terms and conditions in formula grant contract for small urban and rural program grants meets the requirements of Section 5311 of the Urban Mass Transportation Act of 1964, as amended.

#### A. General Application

The Public Body (A) agrees that, in the absence of waiver by the Department of Labor, the terms and conditions of this warranty, as set forth below, shall apply for the protection of the transportation related employees of any employer providing transportation services assisted by the Project (Recipient), and the transportation related employees of any other surface public transportation providers in the transportation service area of the project.

The Public Body shall provide to the Department of Labor and maintain at all times during the Project an accurate, up-to-date listing of all existing transportation providers which are eligible Recipients of transportation assistance funded by the Project, in the transportation service area of the Project, and any labor organizations representing the employees of such providers.

Certification by the Public Body to the Department of Labor that the designated Recipients have indicated in writing acceptance of the terms and conditions of the warranty arrangement will be sufficient to permit the flow of Section 5311 funding in the absence of a finding of non-compliance by the Department of Labor.

#### B. Standard Terms and Conditions

The Project shall be carried out in such a manner and upon such terms and conditions as will not adversely affect employees of the Recipient and of any other surface public transportation provider in the transportation service area of the Project. It shall be an obligation of the Recipient and any other legally responsible party designated by the Public Body to assure that any and all transportation services assisted by the Project are contracted for and operated in such a manner that they do not impair the rights and interest of affected employees. The term a Project, as used herein, shall not be limited to the particular facility, service, or operation assisted by Federal funds, but shall include any changes, whether organizational, operational, technological, or otherwise, which are a result of the assistance provided. The phrase "as a result of the Project," shall when used in this arrangement, include events related to the Project occurring in anticipation of, during, and subsequent to the Project and any program of efficiencies or economies related thereto; provided, however, that volume rises and falls of business, or changes in volume and character of employment brought about by causes other than the Project (including any economies or efficiencies unrelated to the Project) are not within the purview of this arrangement. An employee covered by this arrangement, who is not dismissed, displaced or otherwise worsened in his position with regard to his employment as a result of the Project, but who is dismissed, displaced or otherwise worsened solely because of the total or partial termination of the Project, discontinuance of Project services, or exhaustion of Project funding shall not be deemed eligible for a dismissal or displacement allowance within the meaning of paragraphs (6) and (7) of the Model agreement or applicable provisions of substitute comparable arrangements.

- (a) Where employees of a Recipient are represented for collective bargaining purposes, all Project services provided by that Recipient shall be provided under an in accordance with any collective bargaining agreement applicable to such employees which is then in effect.
- (b) The Recipient or legally responsible party shall provide to all affected employees sixty (60) days notice of intended actions which may result in displacements or dismissal or rearrangements of the working forces. In the case of employees represent by a union, such notice shall be provided by certified mail through their representatives. The notice shall contain a full and adequate statement of the proposed changes, and an estimate of the number of employees affected by the intended changes, and the number and classifications of any jobs in the Recipient=s employment available to be filled by such affected employees
- (c) The procedures of this subparagraph shall apply to cases where notices involve employees represented by a union for collective bargaining purposes. At the request of either the Recipient or the representatives of such employees' negotiations for the purposes of reaching agreement with respect to the application of the terms and conditions of this arrangement shall commence immediately. If no agreement is reached within twenty (20) days from the commencement of negotiations, any party to the dispute may submit the paragraph (4) of this warranty. The foregoing procedures shall be complied with and carried out prior to the institution of the intended action.

For the purpose of providing the statutory required protections including those specifically mandated

by Section 5333(b) of the Act, the Public Body will assure as a condition of the release of funds that the Recipient agrees to be bound by the terms and conditions of the National (Model) Section 5333(b) Agreement executed July 23, 1975, identified below<sup>2</sup>, provided that other comparable agreements may be substituted therefore, if approved by the Secretary of Labor and certified for inclusion in these conditions.

Any dispute or controversy arising regarding the application, interpretation, or enforcement of any of the provisions of this arrangement which cannot be settled by and between the parties at interest within thirty (3) days after the dispute or controversy first arises, may be referred by any such party to any final and binding disputes settlement procedure acceptable to the parties, or in the event they cannot agree upon such procedure, to the Department of Labor or an impartial third party designated by the Department of Labor for final and binding determination. The compensation and expenses of the impartial third party, and any other jointly incurred expenses shall be borne equally by the parties to the proceeding and all other expenses shall be paid by the party incurring them.

In the event of any dispute as to whether or not a particular employee was affected by the Project, it shall be his obligation to identify the Project and specify the pertinent facts of the Project relied upon. It shall then be the burden of either the Recipient or other party legally responsible for the application of these conditions to prove that factors other than the Project affected the employees. The claiming employee shall prevail if it is established that the Project had an effect upon the employee even if other factors may also have affected the employee.

The Recipient or other legally responsible party designated by the Public Body will be financially responsible for the application of these conditions and will make the necessary arrangements so that any employee covered by these arrangements, or the union representative of such employee, may file claim of violation of these arrangements with the Recipient within sixty (60) days of the date he is terminated or laid off as a result of the Project, or within eighteen (18) months of the date his position with respect to his employment is otherwise worsened as a result of the Project. In the latter case, if the events giving rise to the claim have occurred over an extended period, the 18-month limitation shall be measured from the last such event. No benefits shall be payable for any period prior to six (6) months from the date of the filing of any claim.

Nothing in this arrangement shall be construed as depriving any employee of any rights or benefits which such employee may have under existing employment or collective bargaining agreements, nor shall this arrangement be deemed a waiver of any rights of any union or of any represented employee derived from any other agreement or provision of federal, state or local law.

In the event any employee covered by these arrangements is terminated or laid off as a result of the Project, he shall be granted priority of employment or reemployment to fill any vacant position within the control of the Recipient for which he is, or by training or retraining within a reasonable period can become qualified. In the event training or retraining is required by such employment or reemployment, the Recipient or other legally responsible party designated by the Public Body shall provide, or provide for, such training or retraining at no cost to the employee.

The Recipient will post, in a prominent and accessible place, a notice stating that the Recipient has received federal assistance under the Urban Mass Transportation Act and has agreed to comply with the provisions of Section 5333(b) of the Act. This notice shall also specify the terms and conditions set forth herein for the protection of employees. The Recipient shall maintain and keep on file all relevant books and records in sufficient details as to provide the basic information necessary to the proper application, administration, and enforcement of these arrangements and to the proper determination of any claims arising thereunder.

Any labor organization which is the collective bargaining representative of employees covered by these arrangements, may become a party to these arrangements by serving written notice of its desire to do so upon the Recipient and the Department of Labor. In the event of any disagreement that such labor organization represents covered employees, or is otherwise eligible to become a party to these arrangements, as applied to the Project, the dispute as to whether such organization shall participate shall be determined by the Secretary of Labor.

In the event the Project is approved for assistance under the Act, the foregoing terms and conditions shall be made part of the contract of assistance between the federal government and the Public Body

or Recipient of federal funds; provided, however, that this arrangement shall not merge into the contract of assistance, but shall be independently binding and enforceable by and upon the parties thereto, and by any covered employee or his representative, in accordance with its terms, nor shall any other employee protective agreement merge into this arrangement, but each shall be independently binding and enforceable by and upon the parties thereto, in accordance with its terms.

C. Waiver

As a part of the grant approval process, either the recipient or other legally responsible party designated by the Public Body may in writing seek from the Secretary of Labor a waiver of the statutory required protections. The Secretary will waive these protections in cases, where at the time of the requested waivers, the Secretary determines that there are no employees of the Recipient or of any other surface public transportation providers in the transportation services area who could be potentially affected by the Project. A 30-day notice of proposed waiver will be given by the Department of Labor and in the absence of timely objection; the waiver will become final at the end of the 30-day notice period. In the event of timely objection, the Department of Labor will review the matter and determine whether a waiver shall be granted. In the absence of waiver, these protections shall apply to the Project.

**5333(b) Certification Letter**

Attach as NJT Attachment Q

Date:

Anna Magri, Director  
NJ TRANSIT  
Local Programs and Minibus Support  
One Penn Plaza East, 4<sup>th</sup> floor  
Newark, New Jersey 07105-2246

Dear Mrs. Magri:

The Name of Applicant has made application to NJ TRANSIT and the Federal Transit Administration pursuant to Section 5311 of the Federal Transit Act, as amended for a mass transportation grant to assist in the reimbursement of operating and/or non-operating expenses for the period January 1, 2020 to December 31, 2020.

The Name of Applicant agrees that, in absence of a waiver by the Department of Labor the terms and conditions of the Special Section 5333(b) Warranty shall apply for the protection of the employees of any employer providing transportation service assisted by the Project, and the employees of any other surface public transportation providers which are eligible recipients, in the transportation service area of the Project. The Warranty arrangement shall be made part of the contract of assistance and shall be binding and enforceable by and upon the parties thereto, by any covered employee or his representative.

Additionally, pursuant to Section (A) of the Special Section 5333(b) Warranty, included with this submission is a listing of all transportation providers in the geographic area of our project and any labor organizations representing the employees of such providers.

Sincerely,

Signature of Authorized Representative  
Title



### Listing of Operators and Union Representatives

As part of the 5333(b) warranty process applicants must submit an accurate and up-to-date listing of all existing transportation providers in the Section 5311 service area of the project. Applicants must also include any labor organizations representing such providers. A complete statewide list (**Addendum C**) is submitted by NJ TRANSIT to the US Department of Labor. Do not include NJ TRANSIT as a transportation provider in your area.

Submit all changes on Table 16 below (include any additions, deletions or changes to the transportation providers listed in Addendum C – do not retype information from or on Addendum C), NJ Transit will update with the below information.. Note if a (D)ele tion, (A)ddition or (C)hange to Addendum by adding a (D), (A) or (C) after the name of the provider in the first column. If "no changes" indicate that below.

To assist you we also included a list of major private for-profit transportation providers in the state on Addendum A. Take note that other organizations including taxi and private non-profit organizations may provide transportation and have union representation as well and should be listed.

Note to applicant – include your county and indicate if there is a driver union.

Table 16

Other Transportation Providers in Section 5311 Service Area	Name of Union	Union Address	Union Phone Number	E-Mail Address of Union


**Sample of Required S5311 and Innovative Grant Application Cover Letter**

Attach as NJT Attachment R

Date

Anna Magri, Director  
NJ TRANSIT  
Local Programs and Minibus Support  
One Penn Plaza East, 4<sup>th</sup> floor  
Newark, New Jersey 07105-2246

Dear Mrs. Magri:

The (Name of Applicant) is hereby applying for a grant under FTA Section 5311 of the Federal Transit Act, as amended. The approval of this grant will enable public transportation services to be available to the small urban and rural residents of our service area.

(Name of Applicant) is requesting Non-Operating and/or Operating Assistance for the period **January 2020- December 2020**. The total amount of federal and state funds requested is as follows:

**January 2020- December 2020 Section 5311**

OPERATING

NON-OPERATING

FTA Section 5311 Funds:

State match funds:

Local match funds:

Total:

**January 2020- December 2020 Innovation Grant (Operating only)**

OPERATING

FTA Section 5311 Funds:

State match funds:

Local match funds:

Total:

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, contact Name and Title of Principal Organization Contact and Phone Number.

Sincerely,

(Signature of Authorized Representative of Applicant)

Print Name

Title of Authorized Representative of Applicant

### **5311 Applicant Authorizing and Supporting Resolution**

Attach as NJT Attachment S

The applicant must also attach a supporting resolution in the application if any portion of the Applicant's local match comes from another organization, municipality, government entity or other funding source. Below is Sample Text for Authorizing Resolution.

Resolution authorizing the filing of an application to NJ TRANSIT and the Department of Transportation, United States of America, on behalf of (Subrecipient) for a grant under the Federal Transit Act, as amended.

WHEREAS, the Secretary of Transportation is authorized to make grants for a general public transportation program of projects in other than urbanized areas under Section 5311 of the Federal Transit Act, as amended;

WHEREAS, the grant for financial assistance will impose certain obligations upon the Subrecipient (Legal Name of Applicant), including the provision of the local share of the project costs in the program;

WHEREAS, it is required by the U.S. Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1965, that in connection with the filing of an application for assistance under the Federal Transit Act, as amended, the Subrecipient gives an assurance that it will comply with Title VI and EEO requirements of the Civil Rights Act of 1964 and U.S. Department of Transportation requirements; and

WHEREAS, the Subrecipient is required to adhere to the requirements as specified in the U.S. Department of Transportation's Minority Business Enterprise (MBE) regulation set forth in 49 C.F.R. Part 23, Subpart D.

NOW, THEREFORE, BE IT RESOLVED BY (Name of Governing Body)

1. That (Title of Applicant's Designated Official) is authorized to execute and file an application on behalf of Subrecipient (Legal Name of Applicant) with NJ TRANSIT who as the Designated Recipient will apply to the U.S. Department of Transportation requesting aid in the financing of administration, capital and/or operating assistance projects pursuant to Section 5311 of the Federal Transit Act, as amended.
2. That (Title of Applicant's Designated Official) is authorized to execute and file with such applications and assurance or any other document required by the U.S. Department of Transportation effectuating the purposes of Title VI, ADA and EEO requirements of the Civil Rights Act of 1964.
3. That (Title of Applicant's Designated Official) is authorized to set forth and execute

affirmative minority business policies pursuant to 47 C.F.R. Part 23, Subpart D.

4. That (Title of Authorized Representative) is authorized to furnish such additional information as the U.S. Department of Transportation may require in connection with the application.
5. That (Title of Applicant's Designated Official) is authorized to execute grant agreements on behalf of Legal Name of Applicant for aid in the financing of the administration, capital and/or operating assistance.
6. That (Governing Body of Applicant) hereby authorize the amount of (\$ amount) be obligated as the local share required under the provisions of the grant application.

#### Exhibit A – List of Private Bus Operators Serving New Jersey

Aristocrat Limo & Bus Co.  354 Kingston Road Parsippany, NJ 07054 973-887-2726 Fax: 973-884-1880 Mr. Robert Wright Mrs. Brenda Baxter Safety Director: Richard Wright	Atlantic Express Coachways, Inc. 7 North Street Staten Island, NY 10302 718-556-8078 FAX: 718-556-8042 Ms. Laura Cagnetta Safety Director: Mr. Ron Caruso	Ayan Travel, Inc. 149 17th Avenue Elmwood Park, NJ 07407 973-340-8750 FAX: 973-340-8759 E-MAIL: ayanbus@yahoo.com Ms. Beverly Corasio
Bestway Coach Express, Inc. 2 Mott Street Suite 705 New York, NY 10013 212-608-8988 FAX: 212-608-9169 E-MAIL: info@bestwaycoach.com WEBSITE: www.bestwaycoach.com Mr. Wilson Cheng Mr. Kelvin Chan	Camptown Bus Lines, Inc. 126-140 Frelinghuysen Avenue Newark, NJ 07114-1633 973-242-6100 FAX: 973-242-4123 E-MAIL: camptownbus@verizon.net Mr. Thomas M. Zambolla	Carefree Bus Tours 45 Somerset Place Clifton, NJ 07017 1-800-640-9429 973-778-4000 FAX: 973-778-4610 E-MAIL: CBL4000@aol.com Mr. Paul Lenoir
Classic Tours/Classic Cruisers, Inc. 1533 Prospect Street Lakewood, NJ 08701 732-657-1144 FAX: 732-367-8233 By request only Mr. Mark R. Waterhouse	Coachman International Tours, Inc. P.O. Box 8328 Haledon, NJ 07538 201-398-9855 FAX: 201-398-9855 EMAIL: coachmanintl@optonline.net Mr. Richard Jaeger Ms. Pauline Wolthouse, VP	Coastal Coach 603 Whildam Ave N. Cape May, NJ 08204 609-602-2271 FAX: 609-345-5300 E-MAIL: tidi03@aol.com Mr. Tim Generale
Express Tours, Inc/Golden Express 15 Division Street 3rd Floor New York, NY 10002 212-966-8433 FAX: 212-343-7207 Mr. Richard Chow Ms. May Chow	Greyhound Lines, Inc. 3104 Pacific Avenue Atlantic City, NJ 08401 609-345-5921 FAX: 609-345-5927 Mr. Nate Karp E-MAIL: nkarp@greyhound.com	Infinity Tours, Inc. 6013 Al Ventura Road Wallington, NJ 07057 201-507-5055 FAX: 201-507-5001 Ms. Mary Ann Kamrowski Safety Director: Mr. Tom Boyle
Jay/Nay Travel PMB 106-621 Beverly Rancocas Road Willingboro, NJ 08046 609-877-7127 FAX: 609-877-7546 E-MAIL: sales@jayandnaytravel.com WEBSITE: www.jayandnaytravel.com Mr. John Mills Ms. Renee Mills	Lakeland Bus Lines, Inc. PO Box 898 425 E. Blackwell Street Dover, NJ 07802-0898 973-366-0600 Ext. 632 FAX: 973-366-8012 E-MAIL: ttaylor@lakelandbus.com WEBSITE: www.lakelandbus.com Mr. Tom Taylor Ext. 632 Mr. Tom Graves	Leprechaun Lines, Inc 100 Leprechaun Lane New Windsor, NY 12550 845-565-7900 FAX: 845-565-1220 E-MAIL: fgallagher@leprechaunlines.com Mr. Frank Gallagher
Lion Trailways Hornet and Ranger Roads Rio Grande, NJ 08242	Martz Lines 239 Old River Road Wilkes-Barre, PA 18702	Passaic Valley Coach Lines 71 River Road Chatham, NJ 07928-1930

609-889-0925 FAX: 609-889-0033 E-MAIL: <a href="mailto:info@lionbus.com">info@lionbus.com</a> WEBSITE: <a href="http://www.lionbus.com">www.lionbus.com</a> Mr. Nick Paglione	570-821-3838 FAX: 570-821-3813 E-MAIL: <a href="mailto:shenry@martzgroup.com">shenry@martzgroup.com</a> WEBSITE: <a href="http://www.martzgroup.com">www.martzgroup.com</a> Mr. Scott E. Henry	973-635-2374 FAX: 973-635-0199 E-MAIL: <a href="mailto:www.wayne@passaicvalleycoach.com">www.wayne@passaicvalleycoach.com</a> WEBSITE: <a href="http://passaicvalleycoach.com">passaicvalleycoach.com</a> Mr. Wayne Braunwarth
Peter Pan Bus Lines 25 County Avenue Secaucus, NJ 07094 201-866-6001 FAX: 201-866-6234 E-MAIL: <a href="mailto:frank@peterpanbus.com">frank@peterpanbus.com</a> WEBSITE: <a href="http://www.peterpanbus.com">www.peterpanbus.com</a> Mr. Frank Farrow	Raritan Valley Bus Service PO Box 312 Metuchen, NJ 08840-0312 732-549-1212 FAX: 732-549-1168 E-MAIL: <a href="http://www.raritanvalleybus.com">www.raritanvalleybus.com</a> Mr. Steve Yelencsics Mr. Steve Yelencsics, Jr.	Safety Bus 7200 Park Avenue Pennsauken, NJ 08109 856-665-2662 FAX: 856-665-0658 Mr. Thomas Dugan, Jr.
Sheppard Bus Service 35 Rockville Road Bridgeton, NJ 08302 856-451-4004 FAX: 856-453-1620 E-MAIL: <a href="mailto:john@sheppardbus.com">john@sheppardbus.com</a> Mr. John Sheppard Mr. Ken Sheppard	Starr Tours 2531 E. State Street Trenton, NJ 08619 609-587-0626 FAX: 609-587-3052 E-MAIL: <a href="mailto:msussman@starrtours.com">msussman@starrtours.com</a> Mr. Mitchell Sussman	Stout's Charter Service, Inc. 20 Irven Street Trenton, NJ 08638 609-883-8891 FAX: 609-883-6682 E-MAIL: <a href="mailto:vivian@stoutsbu.com">vivian@stoutsbu.com</a> WEBSITE: <a href="http://www.stoutsbu.com">www.stoutsbu.com</a> Mr. Harry Stout Mr. Shawn Stout
Trans-Bridge Lines 2012 Industrial Drive Bethlehem, PA 18017 610-868-6001 Ext. 122 FAX: 610-868-9057 WEBSITE: <a href="http://www.transbridgebus.com">www.transbridgebus.com</a> Mr. Tom JeBran Mr. Len Marzen	Travelynk, INC 52 Bailly Drive Burlington, NJ 08016 201-232-0563 FAX: 201-232-0563 Michael Rodriguez	Triple D Travel PO Box 3208 Hamilton, NJ 08619 609-631-0200 FAX: 609-631-0047 Mr. David A. Tenney
Trolley Tours, Inc. 216 North Main Street (Route 9) PO Box 418 Forked River, NJ 08731-0418 609-971-6699 800-468-0446 FAX: 609-971-6341 E-MAIL: <a href="mailto:ronaldfaillace@hotmail.com">ronaldfaillace@hotmail.com</a> WEBSITE: <a href="http://www.trolleytoursinc.net">www.trolleytoursinc.net</a> Ronald R. Faillace, President	Vanderhoof Transportation 18 Wilfred Street West Orange, NJ 07052 973-325-0700 FAX: 973-669-9639 WEBSITE: <a href="http://www.evanderhoof.com">www.evanderhoof.com</a> Mr. Edward Vanderhoof	Via Bus 19 Tilton Street Hammonton, NJ 08037 609-567-7705 800-890-4756 FAX: 609-567-2328 Mr. Glenn Davis
Villani Bus Company 811 East Linden Avenue Linden, NJ 07036 908-862-3333 FAX: 908-474-8058 Mr. Dee Villani	Coach USA Northeast Region 349 First Street Elizabeth, NJ 07206 908-354-3330 FAX: 908-994-9338 E-MAIL: <a href="mailto:john.emberson@coachusa.com">john.emberson@coachusa.com</a> Mr. John Emberson	Community Coach 160 South Route 17 North Paramus, NJ 07652 201-225-7515 FAX: 201-225-7590 E-MAIL: <a href="mailto:jon.nguyen@coachusa.com">jon.nguyen@coachusa.com</a> Jon Nguyen
Olympia Trails 349 First Street Elizabeth, NJ 07206 908-354-3330 ext. 232 FAX: 908-994-9355 E-MAIL: <a href="mailto:jim.rutherford@coachusa.com">jim.rutherford@coachusa.com</a> Mr. Jim Rutherford	Rockland Coaches 180 Old Hook Road Westwood, NJ 07675 201-263-1254 ext. 418 FAX: 201-664-8036 E-MAIL: <a href="mailto:david.gee@coachusa.com">david.gee@coachusa.com</a> Mr. David Gee	Short Line/Hudson Transit/Coach USA 4 Leisure Lane Mahwah, NJ 07430 201-529-3666 ext. 1036 FAX: 201-529-0221 E-MAIL: <a href="mailto:George.Grieve@coachusa.com">George.Grieve@coachusa.com</a> WEBSITE: <a href="http://george.grieve@coachusa.com">george.grieve@coachusa.com</a> Mr. George Grieve
Suburban Transit 750 Somerset Street New Brunswick, NJ 08901 732-249-1100 ext. 201 FAX: 732-545-7015 WEBSITE: <a href="mailto:ronald.kohn@coachusa.com">ronald.kohn@coachusa.com</a> Mr. Ronald Kohn	MPC Bus corp 320 Nassau Blvd. Garden City, NY 11530 718-647-2988-3600 FAX: 718-235-8075 E-MAIL: <a href="mailto:avona@totalbuscompany.com">avona@totalbuscompany.com</a> Mr. Augustino vona	

**Exhibit B – Designated Leads for Human Services Transportation Coordination Plan**  
**Please update if necessary**

<b>County</b>	<b>Lead</b>	<b>E-mail</b>	<b>Phone Number</b>
Atlantic	Demetrius Pearson	<a href="mailto:pearson_demetrius@aclink.org">pearson_demetrius@aclink.org</a>	609-645-7700 x4058
Bergen	Mr. Tom Murphy	<a href="mailto:tmurphy@co.bergen.nj.us">tmurphy@co.bergen.nj.us</a>	201-336-3380
Burlington	Mr. Jerry Kilkenney	<a href="mailto:jkilkenney@co.burlington.nj.us">jkilkenney@co.burlington.nj.us</a>	609-265-5597
Camden	Ms. Carol Miller	<a href="mailto:cmiller@sjta.com">cmiller@sjta.com</a>	856-427-0988
Cape May	Mr. Dan Mulraney	<a href="mailto:dmulraney@co.cape-may.nj.us">dmulraney@co.cape-may.nj.us</a>	609-889-3700 x107
Cumberland	Ms. Barbara Nedohon	<a href="mailto:barbarane@co.cumberland.nj.us">barbarane@co.cumberland.nj.us</a>	856-453-2220
Essex	Mr. Michael Viera	<a href="mailto:michaelmvsr@aol.com">michaelmvsr@aol.com</a>	973-395-8418
Gloucester	Ms. Lisa Cerny	<a href="mailto:lcerny@co.gloucester.nj.us">lcerny@co.gloucester.nj.us</a>	856-686-8362
Hudson	Ms. Darice Toon	<a href="mailto:dtoon@hcnj.us">dtoon@hcnj.us</a>	201-369-5280 x4231
Hunterdon	Ms. Tara Shepherd	<a href="mailto:tara@hart-tma.com">tara@hart-tma.com</a>	908-788-5553
Mercer	Mr. Martin DeNero	<a href="mailto:mdenero@mercercounty.org">mdenero@mercercounty.org</a>	609-530-1970 x17
Middlesex	Ms. Laila Caune	<a href="mailto:laila.caune@co.middlesex.nj.us">laila.caune@co.middlesex.nj.us</a>	732-745-4029
Monmouth	Ms. Kathy Lodato	<a href="mailto:kathleen.lodato@co.monmouth.nj.us">kathleen.lodato@co.monmouth.nj.us</a>	732-577-6731
Morris	Mr. Joesph Costantino	<a href="mailto:jcostantino@co.morris.nj.us">jcostantino@co.morris.nj.us</a>	973-829-8105
Ocean	Mr. David Fitzgerald	<a href="mailto:dfitzgerald@co.ocean.nj.us">dfitzgerald@co.ocean.nj.us</a>	732-736-8989 x235
Passaic	Mr. John McGill	<a href="mailto:johnm@passaiccountynj.org">johnm@passaiccountynj.org</a>	973-305-5763/5758
Salem	Mr. Matthew Goff	<a href="mailto:Matthew.goff@salemcountynj.gov">Matthew.goff@salemcountynj.gov</a>	856-339-8622
Somerset	Mr. John Adair	<a href="mailto:Jadair@co.somerset.nj.us">Jadair@co.somerset.nj.us</a>	908-231-7116
Sussex	Ms. Carol Novrit	<a href="mailto:cnovrit@xbp.dhs.state.nj.us">cnovrit@xbp.dhs.state.nj.us</a>	973-383-3600 x5152
Union	Ms. Karen Dinsmore	<a href="mailto:kdinsmore@ucnj.org">kdinsmore@ucnj.org</a>	908-527-4809
Warren	Ms. JanMarie McDyer	<a href="mailto:jmcdyer@co.warren.nj.us">jmcdyer@co.warren.nj.us</a>	908-475-6080

## SECTION VIII FTA SECTION 5311 INNOVATION GRANT

### Purpose

The FTA Section 5311 Innovation Grant is a designation of a portion of unused **funding allocated to Section 5311 eligible counties** which is made available to these counties on a competitive application basis. The objective is to provide funding to promote integration of community transit services and NJ Transit bus and rail services in rural counties.

### Grant Qualification Criteria

Project applications must meet the following standards in order to be eligible for competitive review:

1. Project must provide a **direct connection with an existing NJ Transit bus, private fixed route bus or rail service** either within or in a contiguous county
2. Route must serve residential origins **within the Census defined rural area**
3. The service must consist of a **deviated fixed route service with a service frequency of 60 minutes or less** during either peak or off-peak periods
4. Service must be provided on a **minimum of five days per week**
5. The proposed service may be **either a new service or an expansion of service span or frequency of an existing service** that provides direct connections to a rail station or an established bus route at either a route endpoint or key bus stop or station.
6. Submit a marketing plan which includes a commitment to provide a bus timetable that includes at minimum key time-points, a map with a designation of those key time-points, pickup/drop-off points, fare information, and connecting transit bus and rail services. The proposer must also provide a plan for a timetable distribution program including key residential, commercial and employment locations served and the proposed mode of ensuring that bus timetables are supplied and available to potential customers.
7. Proposed service operator must demonstrate the ability to meet operating requirements including but not limited to:
  - Meeting New Jersey Motor Vehicle Commission (NJMVC) requirements for operating authority and vehicle inspections if charging a fare
  - Demonstrate a vehicle fleet sufficient to meet the peak vehicle requirement for the service with a minimum 15% spare ratio in order to ensure that the daily peak vehicle requirement is met

### Funding Requirements

**Funding may be used only for direct operating expenses** for the provision of vehicle services including driver salary and benefits, fuel, vehicle parts and maintenance labor or the cost of contract operated service.

Funding may NOT be used to cover operating expenses including operations management, dispatch and training. It is assumed that the existing system will be able to provide these direct operating support services within the context of the existing service or through other grant funding sources.

The applicant must demonstrate the financial capability to provide the required **25% match** which must be used in combination with the NJ Transit 25% match to support half of the direct operating expenses for the proposed service. Once approved projects have been Identified Resolutions will be requested.

**A maximum of \$200,000.00 (including match) will be made available to a single project.**

## Factors Supporting Proposed Section 5311 Innovation Grant Route Proposal

A. Percentage of low-income individuals (150% of poverty level) in project service area:

0 – 20% \_\_\_\_\_

61 – 80% \_\_\_\_\_

21 – 40 % \_\_\_\_\_

81 – 100% \_\_\_\_\_

41 – 60% \_\_\_\_\_

B. Percentage of zero-car and one auto households in project service area:

0 – 10% \_\_\_\_\_

21 – 40% \_\_\_\_\_

11 – 20 % \_\_\_\_\_

Over 41% \_\_\_\_\_

C. Characteristics of proposed route deviation bus service (Check one)

\_\_\_ Proposed route is a new route deviation service

\_\_\_ Proposed route is an expansion of an existing route deviation service

\_\_\_ Proposed route serves at least one shopping center or village shopping area

\_\_\_ Proposed route serves at least one congregate (multi-family) residential building or apartment complex

D. Connection to Traditional Transit (Check all that apply)

\_\_\_ Connection provided to an existing NJT Rail, Bus or Private bus station/stop

\_\_\_ Connection provided during Peak Period (defined as 6-9 AM and 4-7 PM)

\_\_\_ Connection provided during Off-Peak period

\_\_\_ Connection provided to hub with three or more rail lines and/or bus routes

E. The service must meet a minimum threshold of three (3) passenger trips per revenue hour at the end of the initial service period (first year) and four (4.0) passenger trips per revenue hour for years thereafter. Services not meeting the minimum operating standard will not be eligible for continued funding in the next year. If funding is available subrecipients may continue to apply for the same project for up to five (5) years from the service start date. By year five (5) innovative projects should be self-sustaining.

If you are applying for continuation of an existing Section 5311 innovation project provide the number of passenger trips per revenue hour that your service is generating.

\_\_\_\_\_ per revenue hour



## **Project Description**

***Describe the parameters of your current and/or proposed route: (Include start date of current innovative project.)***

### **How many vehicles will be used to operate this service?**

*Please note: If you are charging a mandatory fare you must meet New Jersey Motor Vehicle Commission (NJMVC) requirements for operating authority and vehicle inspections*

### **Please describe your Marketing plan for this project:**

*Submit a marketing plan which includes a commitment to provide a bus timetable that includes at minimum key time-points, a map with a designation of those key time-points, pickup/drop-off points, fare information, and connecting transit bus and rail services.*

*Timetables must also include Route Deviation Policy, Nondiscrimination Policy, and Reasonable Accommodation Policy.*

*The proposer must also provide a plan for a timetable distribution program including key residential, commercial and employment locations served and the proposed mode of ensuring that bus timetables are supplied and available to potential customers.*

## **Route Description**

Provide Turn by Turn route description:

Provide a Map highlighting the route **(Attach as Attachment T)**

Identify bus/rail or light rail service connection points along the route:

## **Span of Service**

Provide a schedule identifying time points and trip times:

## Number of Operating Days

Days and hours of operation of operations

Number of Projected Daily Revenue Hours for each bus operated per day from route starting point to route ending point, not including deadhead from and to garage.

## Projected Operating Budget (include match from subrecipient and NJT in your budget)

The applicant must demonstrate the financial capability to provide the required 25% match which must be used in combination with the NJ Transit 25% match to support half of the direct operating expenses for the proposed service. Once approved projects have been Identified Resolutions will be requested.

A maximum of \$200,000.00 (including match) will be made available to a single project.

### January 1, 2020 - Dec 31, 2020 Project Budget Request

Operating	Budget
Total Operating (should include total budget for this program)	
(-Fares)	
(-Donation)	
<b>Total Request Amount for this grant</b>	

## Line Item Budget

Operating Budget	Budget
Driver Salaries/Fringe	
Third Party Contract Svcs	
Maintenance & Repairs	
Materials Consumed (Fuel)	
<b>Total Operating</b>	
(-Fares)	
(-Donation)	
<b>Total Request Amount for this grant</b>	

Identify Source of Hard (Cash) 25% Match: \_\_\_\_\_

*NOTE: Operating Costs are limited to driver labor, driver benefits, third party contract services, fuel and/or maintenance costs.*

Provide the number of Staff that will be charged to this grant. Do not list each individual Operator, Dispatcher, or Reservationist - list the number of these positions and percentage charged per grant:

## SECTION IX- COMPLETE APPLICATION CHECKLIST OF DOCUMENTS

The following documents are to be attached to this application.

<input type="checkbox"/>	NJT Attachment A	Organizational Chart
<input type="checkbox"/>	NJT Attachment B	Vendor Organization Chart (if applicable)
<input type="checkbox"/>	NJT Attachment C	Policies and Procedures
<input type="checkbox"/>	NJT Attachment D	CHSTP Addendums/Updates
<input type="checkbox"/>	NJT Attachment E	CHSTP Written Agreements (if applicable)
<input type="checkbox"/>	NJT Attachment F	Contracts Program receives funds from (if applicable)
<input type="checkbox"/>	NJT Attachment G	Indirect Cost Plan (if applicable)
<input type="checkbox"/>	NJT Attachment H	Vehicle Inventory (use spreadsheet provided)
<input type="checkbox"/>	NJT Attachment I	Non-Vehicle Inventory (5311 only)
<input type="checkbox"/>	NJT Attachment J	Marketing Materials
<input type="checkbox"/>	NJT Attachment K1	Notarized Copies of Public Notice
<input type="checkbox"/>	NJT Attachment K2	List of Organizations for Public Hearing Notice
<input type="checkbox"/>	NJT Attachment K3	Large Print Vehicle Notice
<input type="checkbox"/>	NJT Attachment K4	Library Public Notice Information
<input type="checkbox"/>	NJT Attachment K5	Website Screen Shot Public Notice
<input type="checkbox"/>	NJT Attachment K6	CAC Meeting Public Notice
<input type="checkbox"/>	NJT Attachment K7	Public Hearing Transcript
<input type="checkbox"/>	NJT Attachment L	SCDRTAP Application Cover Letter
<input type="checkbox"/>	NJT Attachment M	SCDRTAP Resolution
<input type="checkbox"/>	NJT Attachment N	Opinion of Council Letter (5311 only)
<input type="checkbox"/>	NJT Attachment O	ADA Certification of Equivalent Service
<input type="checkbox"/>	NJT Attachment P	Capital Public Notice (5311 only if applicable)
<input type="checkbox"/>	NJT Attachment Q	5333(b) Certification Letter (5311 only)
<input type="checkbox"/>	NJT Attachment R	5311 Application Cover Letter
<input type="checkbox"/>	NJT Attachment S	5311 Resolution
<input type="checkbox"/>	NJT Attachment T	Innovative Grant Map (5311 Innovation only)
<input type="checkbox"/>	NJT Attachment U	Section 5311 Service Map (5311 only if applicable)

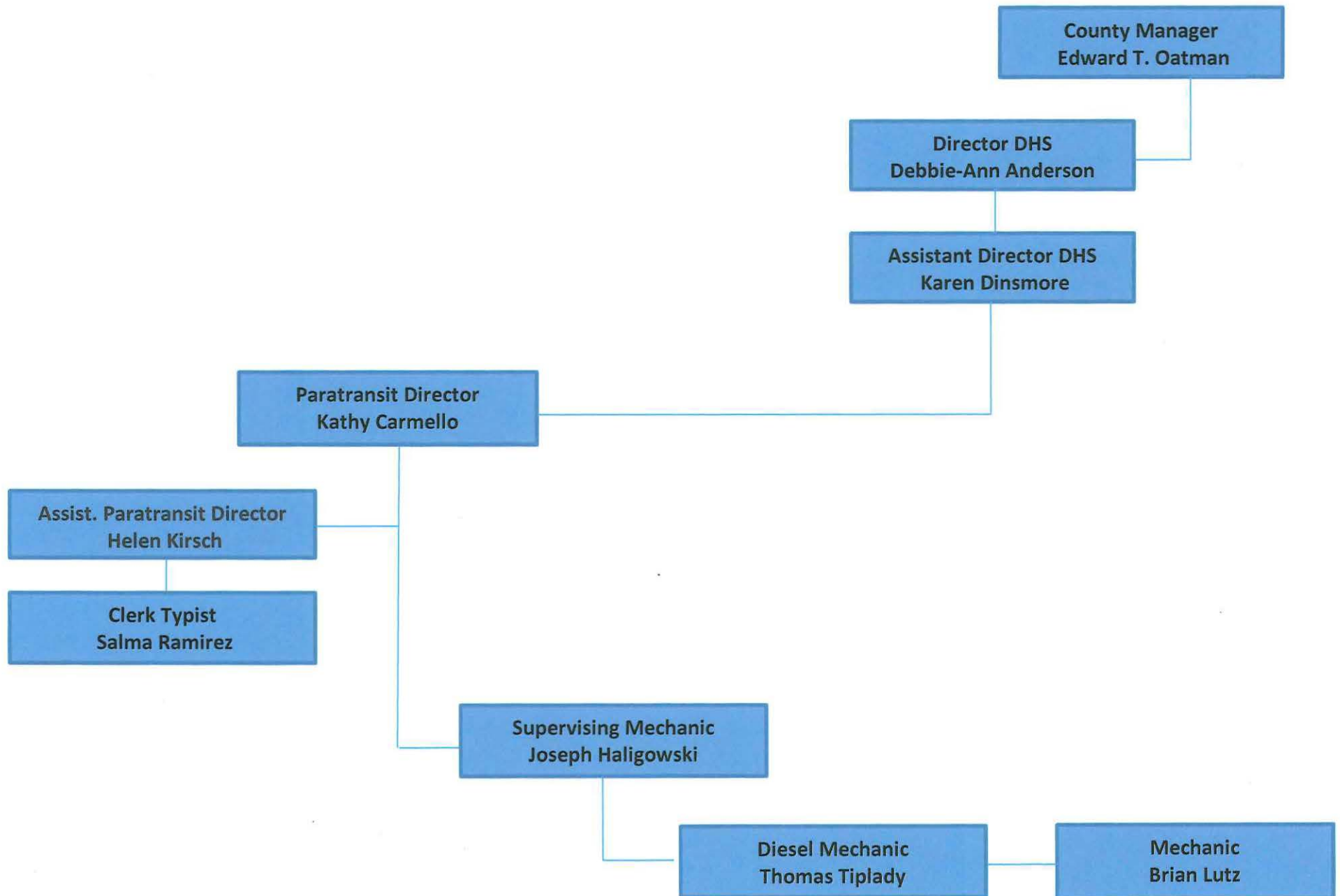
### Excel Spreadsheet attachments

- 2018 Actual Expenditures by funding source/ 2020 Proposed budget by funding source
- NJT Attachment H Vehicle Inventory
- NJT Attachment I Non-Vehicle Assets

### Exhibits:

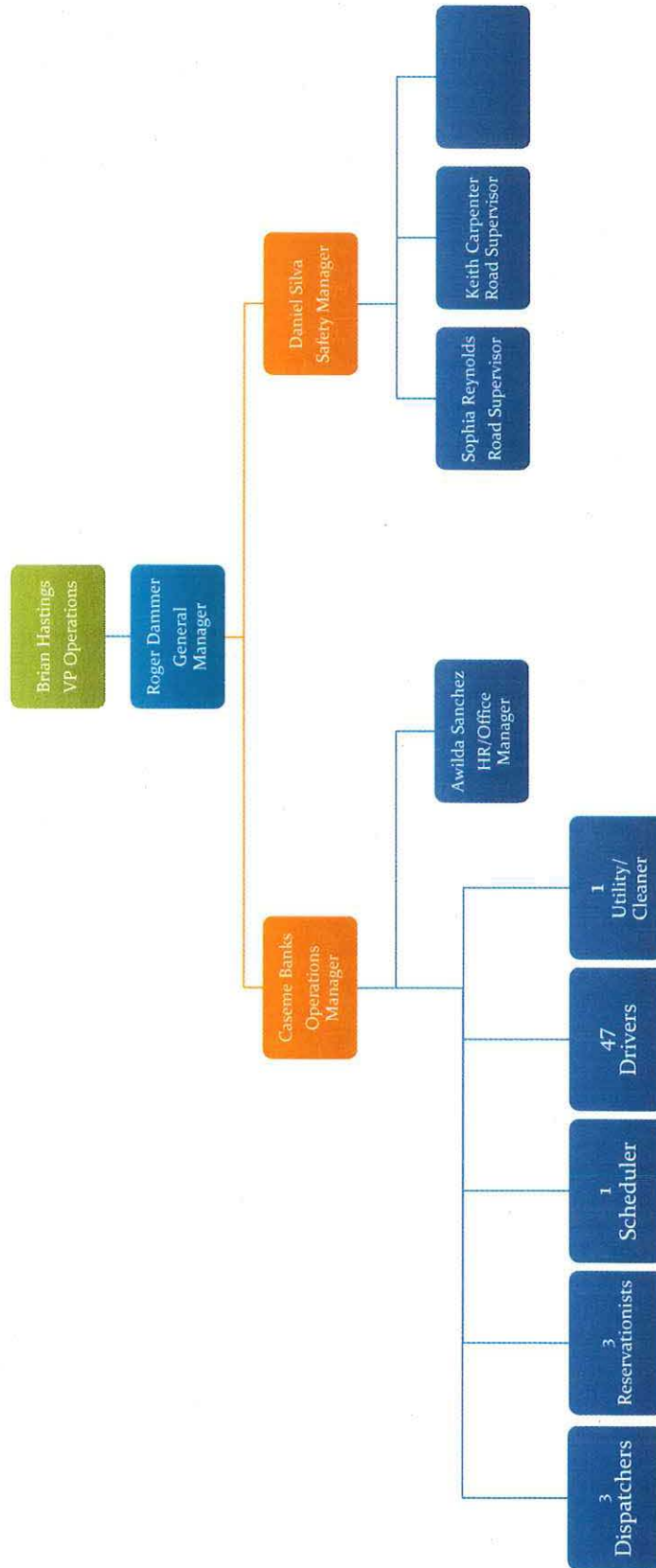
- Exhibit A: List of Private Bus Operators Serving New Jersey
- Exhibit B: Designated Leads for Human Services Transportation Coordination Plan
- Exhibit C: Transportation Providers and Labor Representatives Spreadsheet 2020 is attached separately

# UNION COUNTY PARATRANSIT ADMINISTRATIVE STAFF



# MPC Bus Corp New Jersey

## NJT Attachment B – Organization Chart



Revised: 5/23/2019

**SENIOR CITIZEN AND DISABLED RESIDENT TRANSPORTATION**

**ADVISORY BOARD MEETING DATES FOR YEAR 2020**

**February 4th**

**April 7th**

**June 9<sup>th</sup>**

**(Public Hearing TBA)**

**August 4<sup>th</sup>**

**October 6th**

**December 1st**

**The County of Union SCDRTAP Advisory Board meetings are held the first Tuesday of every other month (weather permitting) at 7:00 p.m. in the freeholders' conference room on the 6<sup>th</sup> floor of the Administration Building at 10 Elizabethtown Plaza in Elizabeth.**

**There is a Public Hearing held once a year (TBA) where the general public is invited to attend. Comments are entered into the record for SCDRTAP Funding.**

Union County Paratransit  
SENIOR CITIZEN AND DISABLED RESIDENT  
TRANSPORTATION ADVISORY BOARD MEMBERS

<u>Name &amp; address</u>		<u>Term Expires</u>
1) Kevin Illing	Disabled Chairperson	12/31/21
2) William Totten	Consumer Senior/Disabled Vice Chairman	12/31/20
3) Patricia Rufolo	Senior	12/31/21
4) Stephen E. Thorpe	Senior Consumer	12/31/21
5) Rosemary Coppola	Senior/Disabled Consumer	12/31/21
6) Sonja A. Ash	Senior Consumer	12/31/19
7) Tony Hall	Senior Consumer	12/31/20
8) Vera P. Roquemoire, Ph.D	Senior	12/31/20
9) Ellen Steinberg	Senior	12/31/19
10) Theodore Freedman	Senior	12/31/2020
11) Robert Edwards	Senior/disabled	12/31/2019

## **Union County Paratransit**

### **REASONABLE MODIFICATION PROTOCOL**

The Americans with Disabilities Act provides protection for all people with disabilities to be provided with the same rights and services as the general public. To this end, policies have been passed to make adjustments to Paratransit and Community Transit in reference to assistance offered to passengers who may require more than assistance of mobility aids (i.e. walker, cane, braces, etc.)

For those passengers who require additional assistance, we must follow the procedures outlined below:

- 1.) The passenger must inform reservations previous to transport of the need for additional assistance.
- 2.) Reservations must log the information in the system and within the reservations event log, and inform management of the intended event.
- 3.) Management must schedule the driver and road supervisor to be present together for pick up, to assist the passenger as requested.
- 4.) The supervisor must document the event, and to report whether the actions required are reasonable to accommodate on a regular basis.
- 5.) If the supervisor finds the process unreasonable to repeat on a consistent basis, they must cite specific reasoning to support their concern, and to return the form to management for review.
- 6.) The manager will review the written report, consult with driver, and consult with the supervisor to come to a determination of reasonability to meet the passenger's need(s).
- 7.) The manager will submit report to the County outlining their determination to be reviewed by County management to make the final decision.

9/4/15



## NJT Attachment C – Policy

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### ARTICLE II, Paratransit Service

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[Adopted 2-11-1993 as Res. No. 156-93]

#### § 49-3. Purpose.

It is the policy of the County of Union that a fare will be charged for transportation services provided by the Union County Paratransit System. The fares collected will be used to provide additional transportation opportunities for senior and disabled residents on Union County. Fares will not be used to exclude eligible residents from transportation services. A method is included that allows indigent and low income residents access to services with no fares or reduced payments.

#### § 49-4. Fees for Services

##### -Individual Trips:

Fares will be charged to trips provided by the Union County Paratransit System to individual riders, during normal hours of operation of the Union County Paratransit System, at a rate of \$2.00 per one-way trip. Individual fares will be collected through monthly billing. The bill will be based on the number of one-way rides the passenger took from the previous month. County staff will permit passengers of limited income to qualify for a "fare waiver" based on income eligibility and the federal poverty guidelines. No passenger will be refused a ride for inability to pay but may be suspended after 90 days for non-payment unless they can show proof of indigence and low income.

##### -Regular Group Trips:

The Union County Paratransit System also receives requests for group transportation during normal hours, from residential facilities such as nursing homes and senior housing complexes.

The Regular Group Fare will be charged to groups from residential facilities at a rate of \$45.00 per trip, per vehicle, during normal hours of operation the Union County Paratransit System.

##### -Special Group Trips:

The Union County Paratransit System is, on occasion, requested to provide transportation to elderly and/or disabled residents of the County of Union outside the normal working hours or on weekends. This requires that the driver of the vehicle be paid at an overtime rate or that a special driver be employed and compensated. The County of Union desires to offset such additional cost.

Special Group fares will be charged to groups at a rate of \$25.00 per vehicle, per hour. Group trips provided after normal business hours (after 5:30 pm & Saturday) will charge \$25.00 per hour pre and post trip. Special Group Trips will be delivered at the discretion of the Union County Paratransit Administrative Office. The agency/group will be billed at the conclusion of the trip based on the number of hours and vehicles utilized.

**AMENDMENT**

**AMENDMENT to the Union County Coordinated Transportation Plan 2019 – Expand hours offer more service.**

Union County Paratransit will consider to meet the needs identified at the Coordinated Transportation Plan meeting held on September 12, 2018 as annual Paratransit action plans are adopted. The meeting was attended by representatives from various agencies that provide some transportation services and/or agencies in need of transportation services for their constituents. The challenges faced by the service providers, identified the following unmet needs:

- Expand hours of service to include early morning/evening/weekends
- Expand service area to include crossing municipal and county lines
- Availability of same day service
- Assisted service – help in and out of facilities
- Low income affordability
- Transportation for group and individual recreational trips
- Some agencies not receiving enough transportation
- Shorten waiting time to arrange transportation

Unit Selected Data

Report Date: 6/1/2019; Period Start Date: 6/1/2019; Period End Date: 6/30/2019

Search and Select:

Site Filter		Paratransit
Units	Specifications - Department #	598

Report Parameters:

Specification 1	Spec - Vehicle Year
Specification 2	License Plate
Specification 3	Unit Serial Number
Specification 4	Current Miles
Specification 5	Spec - Funding Source
Specification 6	Spec - Vehicle Make
Specification 7	Spec - Vehicle Model
Specification 8	Spec - Equipment #
Sort By	Spec - Vehicle Year
Report Date	6/1/2019
English\Metric Headings	English

## Unit Selected Data

6/17/2019 9:20:23 AM

Report Date: 6/1/2019; Period Start Date: 6/1/2019; Period End Date: 6/30/2019

Eastern Standard Time

NJT Attachment H – Vehicle Inventory

Unit	Spec - Vehicle Year	License Plate	Unit Serial Number	Current Miles	Spec - Funding Source	Spec - Vehicle Make	Spec - Vehicle Model	Spec - Equipment #
B043 (Bus) Paratransit	2006	OP6674	1FDWE35P76HA37250	197,255	NJT	FORD	E350 BUS 11 PASS	MB Y-1
B051 (Bus) Paratransit	2008	OP6616	1FD4E45P68DB56852	213,125	County	FORD	E450 BUS 14 PASS	MB Y-3
B052 (Bus) Paratransit	2008	OP6602	1FD4E45P88DB56853	198,904	County	FORD	E450 BUS 14 PASS	MB Y-3
B054 (Bus) Paratransit	2008	OP7010	1FD4E45PX8DB17763	163,448	NJT	FORD	E450 BUS 18 PASS	MB Y-2
B055 (Bus) Paratransit	2009	OP6606	1GBJG316281188485	203,440	NJT	CHEVROLET	3500 EXP 13 PASS VAN	MB Y-2
B060 (Bus) Paratransit	2009	OP6609	1FDXE45P67DA61252	155,989	County	FORD	E450 BUS 14 PASS	MB Y-2
B058 (Bus) Paratransit	2010	OP6670	1GB6G2A6XA1108159	183,180	County	CHEVROLET	3500 EXP 12 PASS VAN	MB Y-2
B059 (Bus) Paratransit	2010	OP6613	1GB6G2A60A1107831	166,016	County	CHEVROLET	3500 EXP 12 PASS VAN	MB Y-2
B061 (Bus) Paratransit	2011	OP6694	1FDFE4FS1BDA27209	279,637	County Rt.22	FORD	E450 BUS 20 PASS	MB Y-2
B062 (Bus) Paratransit	2011	OP6615	1FDEE3FS0BDA63558	157,948	NJT	FORD	E350 BUS 12 PASS.	MB Y-2
B063 (Bus) Paratransit	2011	OP7011	1FDFE4FSXBDA83603	145,817	NJT	FORD	E450 BUS 18 PASS	MB Y-2
B064 (Bus) Paratransit	2012	OP7028	1FDEE3FS3CDB15833	116,139	County	FORD	E350 10 PASS. VAN	MB Y-2
B065 (Bus) Paratransit	2012	OP6676	1FDEE3FS5CDB15834	140,489	County	FORD	E350 10 PASS. VAN	MB Y-2
B066 (Bus) Paratransit	2012	OP7017	1FDEE3FS7CDB15835	147,758	County	FORD	E350 10 PASS. VAN	MB Y-2
B067 (Bus) Paratransit	2012	OP7031	1FDEE3FS9CDB15836	162,991	County	FORD	E350 10 PASS. VAN	MB Y-2
B068 (Bus) Paratransit	2013	OP6697	1FDFE4FS8DDA92996	110,384	NJT	FORD	E450 BUS 12 PASS	MB Y-2
B069 (Bus) Paratransit	2013	OP6693	1FDFE4FS5DDA95225	116,264	County	FORD	E450 BUS 12 PASS	MB Y-2
B070 (Bus) Paratransit	2013	OP9808	1FDFE4FS8DDB12650	115,235	NJT	FORD	E450 BUS 12 PASS	MB Y-2
B071 (Bus) Paratransit	2013	OP6696	1FDFE4FS3DDA64264	102,170	NJT	FORD	E450 BUS 18 PASS	MB Y-2

## Unit Selected Data

6/17/2019 9:20:23 AM

Report Date: 6/1/2019; Period Start Date: 6/1/2019; Period End Date: 6/30/2019

Eastern Standard Time

NJ Transit Attachment H – Vehicle Inventory

Unit	Spec - Vehicle Year	License Plate	Unit Serial Number	Current Miles	Spec - Funding Source	Spec - Vehicle Make	Spec - Vehicle Model	Spec - Equipment #
B072 (Bus) Paratransit	2013	OP6695	1FDEE3FS9DDB00089	129,152	County	FORD	E350 BUS 10 PASS.	MB Y-2
B073 (Bus) Paratransit	2013	OP7014	1FDEE3FS5DDB00090	107,946	County	FORD	E350 BUS 10 PASS.	MB Y-2
B074 (Bus) Paratransit	2013	OP6691	1FDEE3FS7DDB00091	130,059	County	FORD	E350 BUS 10 PASS.	MB Y-2
B075 (Bus) Paratransit	2013	OP7018	1FDDE4FS6DDB19273	98,750	NJT	FORD	E450 BUS 12 PASS	MB Y-2
B076 (Bus) Paratransit	2013	OP6671	1FDDE4FS9DDB36441	111,801	NJT	FORD	E450 BUS 10 PASS	MB Y-5
B077 (Bus) Paratransit	2014	OP7030	1FDDE4FS7EDA13545	72,647	NJT	FORD	E450 BUS 18 PASS	MB Y-2
B078 (Van/Mini Van) Paratransit	2014	OP9139	57WMD1A62EM100515	47,111	NJT	MV	1	
B079 (Van/Mini Van) Paratransit	2014	OP9146	57WMD1A63EM101253	35,159	NJT	MV	1	
B080 (Bus) Paratransit	2015	OP6688	1FDEE3FS3FDA25425	86,745	County	FORD	E350 BUS 10 PASS.	MB Y-2
B081 (Bus) Paratransit	2015	OP6690	1FDEE3FS5FDA25426	75,067	County	FORD	E350 BUS 10 PASS.	MB Y-2
B082 (Bus) Paratransit	2015	OP6689	1FDEE3FS6FDA27654	109,091	County	FORD	E350 BUS 10 PASS.	MB Y-2
B083 (Bus) Paratransit	2015	OP6687	1FDEE3FS8FDA27655	87,757	County	FORD	E350 BUS 10 PASS.	MB Y-2
B084 (Bus) Paratransit	2016	OP9811	1FDEE3FS3GDC10737	62,869	County	FORD	E350 BUS 10 PASS.	MB Y-2
B085 (Bus) Paratransit	2016	OP9809	1FDEE3FS5GDC10738	68,202	County	FORD	E350 BUS 10 PASS.	MB Y-2
B086 (Bus) Paratransit	2016	OP9812	1FDEE3FS7GDC10739	71,313	County	FORD	E350 BUS 10 PASS.	MB Y-2
B087 (Bus) Paratransit	2016	OP9810	1FDEE3FS3GDC10740	71,146	County	FORD	E350 BUS 10 PASS.	MB Y-2
B088 (Bus) Paratransit	2016	OP8900	1FDEE3FSXGDC55013	59,491	County	FORD	E350 BUS 10 PASS.	MB Y-2
B089 (Bus) Paratransit	2016	OP8902	1FDEE3FS1GDC55014	56,243	County	FORD	E350 BUS 10 PASS.	MB Y-2
B090 (Bus) Paratransit	2016	OP8901	1FDEE3FS3GDC55015	57,765	County	FORD	E350 BUS 10 PASS.	MB Y-2

## Unit Selected Data

6/17/2019 9:20:23 AM

Report Date: 6/1/2019; Period Start Date: 6/1/2019; Period End Date: 6/30/2019

Eastern Standard Time

Unit	Spec - Vehicle Year	License Plate	Unit Serial Number	Current Miles	Spec - Funding Source	Spec - Vehicle Make	Spec - Vehicle Model	Spec - Equipment #
B091 (Bus) Paratransit	2016	OP8903	1FDEE3FS5GDC5501 6	61,141	County	FORD	E350 BUS 10 PASS.	MB Y-2
B092 (Bus) Paratransit	2017	OP9659	1FDEE3FSXHDC3696 4	47,930	County	FORD	E350 BUS 10 PASS.	MB Y-2
B093 (Bus) Paratransit	2017	OP9660	1FDEE3FS3HDC3769 5	44,297	County	FORD	E350 BUS 10 PASS.	MB Y-2
B095 (Bus) Paratransit	2017	OP5642	1FDEE3FS5HDC5722 2	30,574	5310	FORD	E350 BUS 12 PASS.	MB Y-2
B096 (Bus) Paratransit	2017	OP5643	1FDEE3FS7HDC5722 3	35,933	5310	FORD	E350 BUS 12 PASS.	MB Y-2
B097 (Bus) Paratransit	2017	OP5776	1FDEE3FS7HDC6591 9	33,091	5310	FORD	E350 BUS 8 PASS.	MB Y-1
B098 (Bus) Paratransit	2017	OP5837	1FDEE3FS9HDC6192 2	33,790	5310	FORD	E350 BUS 12 PASS.	MB Y-2
B099 (Bus) Paratransit	2018	OP2377	1FDEE3FS1JDC1637 9	32,587	County	FORD	E350 BUS 10 PASS.	MB Y-2
B100 (Bus) Paratransit	2018	OP2375	1FDEE3FS8JDC1638 0	24,568	County	FORD	E350 BUS 10 PASS.	MB Y-2
B101 (Bus) Paratransit	2018	OP2376	1FDEE3FSXJDC1638 1	15,279	County	FORD	E350 BUS 10 PASS.	MB Y-2
B102 (Bus) Paratransit	2018	OP9671	1FDFE4FS6JDC29705	31,756	County Rt.22	FORD	E450 BUS 20 PASS	MB Y-2
B103 (Bus) Paratransit	2018	OP222B	1FDEE3FS9JDC3460 0	770	5310	FORD	E350 BUS 8 PASS.	MB Y-2
B104 (Bus) Paratransit	2018	OP240B	1FDEE3FS9JDC3459 5	867	5310	FORD	E350 BUS 8 PASS.	MB Y-2
B105 (Bus) Paratransit	2018	OP282B	1FDFE4FS5JDC36290	753	CMAQ	FORD	E450 BUS 16 PASS	MB Y-2

NJ Transit Attachment H – Vehicle Inventory

**Union County Department of Human Services**

# **Union County Paratransit System User's Guide**



We're Connected to You



**(908) 241-8300**

[www.ucnj.org](http://www.ucnj.org)

# **CONDADO DE UNION**

## **Sistema**

## **Paratransit**

## **Guia del Usuario**



Departamento de Servicios  
Humanos del Condado de Union



Un Servicio de la Junta de  
Legisladores Electos del  
Condado de Union

**Union County**

*Estamos Conectados con Ustedes*





# ***SAFETY SHUTTLE***

USER'S GUIDE

**Route 22**

**Union County Board of Chosen Freeholders**

Betty Jane Kowalski, Chair

Alexander Mirabella, Vice Chairman

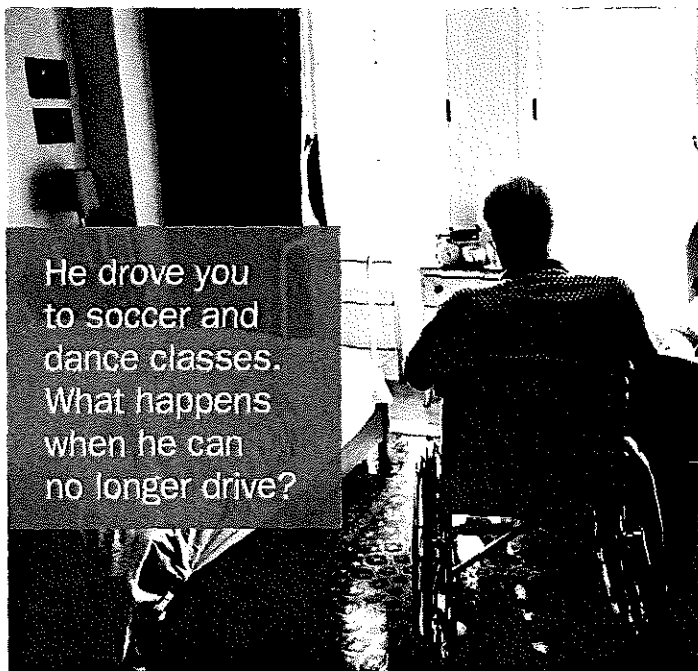
Angel G. Estrada, Angela R. Garretson, Sergio Granados,  
Christopher Hudak, Kimberly Palmieri-Mouded, Andrea Staten,  
Rebecca Williams

**NJ Department of Transportation**

**NJ Transit**



## NJT Attachment J – Marketing Materials



The Union County Department of Human Services, Paratransit System, provides curb-to-curb, non-emergency, wheelchair equipped van transportation for adults age 60 and older, the disabled, veterans, or economically disadvantaged residents. Trips include rides to medical, employment, educational, recreational, and shopping facilities throughout Union County and bordering municipalities.

Regularly scheduled trips are made to veterans' health care facilities in East Orange and the Lyons VA Medical Center. Service is available on a first-come, first-served basis.

One way rides are \$2.

**For detailed information about Paratransit services call 908-659-5000.**

**To reserve a ride, call 908-241-8300.**

Please call 5 to 7 days in advance.

El Departamento de Servicios Humanos del Condado de Union y el Sistema de Paratransit, proporciona servicio de transportación de puerta a puerta con equipo de silla de ruedas para adultos de 60 años en adelante, discapacitados, veteranos, o aquellos residentes que estén en desventaja económica. Los viajes incluyen citas a los médicos, oficinas, empleo, educacionales, recreacionales, centros comerciales a través del Condado de Union y municipios colindantes.

Viajes regularmente programados son hechos a instalaciones de cuidado de salud de los veteranos en East Orange y el Lyons VA Centro Médico. Servicio es disponible por orden de llegada / llamada.

Un viaje de ida es \$2.

**Para más detallada información sobre el servicio de Paratransit puede llamar al 908-659-5000.**

**Para reservar un viaje llame al 908-241-8300.**

Favor de llamar de 5 a 7 días por adelantado.

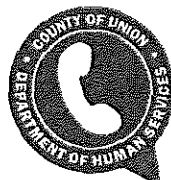


**UCDHS ACTION LINE**

**888-845-3434**

**908-558-2288**

Listening. Advocating.  
#UCDHSaction



**UCDHS ACTION LINE**

**888-845-3434**

**908-558-2288**

Escuchando. Abogando.  
#UCDHSaction

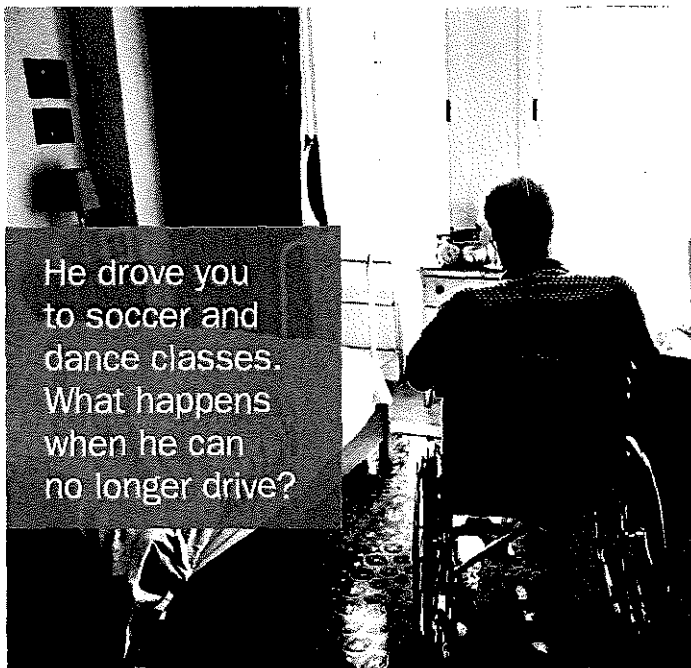


A Service of the Union County  
Board of Chosen Freeholders  
**Union County**  
We're Connected to You!



A Service of the Union County  
Board of Chosen Freeholders  
**Union County**  
We're Connected to You!

## NJT Attachment J – Marketing Materials



The Union County Department of Human Services, Paratransit System, provides curb-to-curb, non-emergency, wheelchair equipped van transportation for adults age 60 and older, the disabled, veterans, or economically disadvantaged residents. Trips include rides to medical, employment, educational, recreational, and shopping facilities throughout Union County and bordering municipalities.

Regularly scheduled trips are made to veterans' health care facilities in East Orange and the Lyons VA Medical Center. Service is available on a first-come, first-served basis.

One way rides are \$2.

**For detailed information about Paratransit services  
call 908-659-5000.**

**To reserve a ride, call 908-241-8300.**

Please call 5 to 7 days in advance.



**UCDHS ACTION LINE**

**888-845-3434**

**908-558-2288**

Listening. Advocating.  
#UCDHSaction



A Service of the Union County  
Board of Chosen Freeholders  
**Union County**  
*We're Connected to You!*

## NJT Attachment J – Marketing Materials



El Departamento de Servicios Humanos del Condado de Union y el Sistema de Paratransit, proporciona servicio de transportación de puerta a puerta con equipo de silla de ruedas para adultos de 60 años en adelante, discapacitados, veteranos, o aquellos residentes que estén en desventaja económica. Los viajes incluyen citas a los médicos, oficinas, empleo, educacionales, recreacionales, centros comerciales a través del Condado de Union y municipios colindantes.

Viajes regularmente programados son hechos a instalaciones de cuidado de salud de los veteranos en East Orange y el Lyons VA Centro Médico. Servicio es disponible por orden de llegada / llamada.

Un viaje de ida es \$2.

**Para más detallada información sobre el servicio de Paratransit puede llamar al 908-659-5000.**

**Para reservar un viaje llame al 908-241-8300.**

Favor de llamar de 5 a 7 días por adelantado.



**UCDHS ACTION LINE**  
**888-845-3434**  
**908-558-2288**

Escuchando. Abogando.

#UCDHSaction



A Service of the Union County  
Board of Chosen Freeholders  
**Union County**  
*We're Connected to You!*

*Two  
great  
papers  
in one!*

# **SENIOR NEWS**

*and*

## **THIRD WAVE NEWS**

Vol. 39 No. 3

MAY-JUNE 2019

UNION, NJ

Attachment J – Marketing Materials

### **UNION COUNTY PARATRANSIT**

The Union County Paratransit System is a curb-to-curb transport service for older adults 60+, persons with disabilities and economically disadvantaged residents of Union County.

Paratransit operates from 7:30am to 5:30pm Monday to Friday providing non-emergency transportation for:

- Medical
- Mental Health
- Employment
- Education
- Nutrition
- Shopping
- Recreation
- Bus & rail service

*Limited hours on Saturday. No service on Sunday. Out of county medical trips within five (5) miles of the county borders is available on Monday & Wednesday only.*

Fares are \$2 per one-way trip. Transportation is available on a first come first served basis. You **MUST** reserve five to seven days in advance.

**First time callers, please call 908-241-8300 between 1-4pm.**

Two  
great  
papers  
in one!

# SENIOR NEWS

and

## THIRD WAVE NEWS

Vol. 39 No. 2

MARCH-APRIL 2019

UNION, NJ

### UNION COUNTY PARATRANSIT

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CITY OF ELIZABETH AND LIFELONG ELIZABETH PRESENT

# TRANSPORTATION SUMMIT

IN CELEBRATION OF OLDER ADULTS MONTH

EVERYONE / RIDERS

**May 14, 2019**

Elizabeth Public Library  
Main Branch  
11 South Broad Street  
10:00AM-2:00PM



DRIVERS

**May 30, 2019**

Peterstown Community  
Center  
418 Palmer Street  
10:00AM-2:00PM

Join Lifelong Elizabeth, City of Elizabeth Transportation Department, and City of Elizabeth Office on Aging, to learn about the many transportation options available to get around the city and how to become a safer driver!

- **BUS DEMO!**
- **GIVEAWAYS AND SNACKS!**
- **CARFIT - PERSONALIZED SAFETY ASSESSMENT!**

**With information from:**

**NJ Transit**  
**NJTIP @ Rutgers**  
**AARP Driver Safety**  
**City of Elizabeth - Transportation Department**  
**City of Elizabeth - Office on Aging**  
**AAA and CarFit**  
**Union County ParaTransit**  
**AccessLink**  
**EZ Ride - Ride 4 Lyfe**  
**Uber/Lyft**  
**...and many more!**

For more information: 908-352-8375 [cherrera@jfscentralnj.org](mailto:cherrera@jfscentralnj.org)



**NJTIP @  
RUTGERS**







# City of Plainfield Transportation Fair

May 29, 2019 | 10:00 AM – 1 PM

Plainfield City Hall  
515 Watchung Ave, Plainfield, NJ 07060

Learn about using various public transportation options in Plainfield.

With information on these available services:

*NJ Transit*

*NJTIP @ Rutgers*

*AARP Driver Safety*

*AAA and CarFit*

*Union County Paratransit*

*...and many more!*

*Access Link*

*EZRIDE TMA*

*EZ Ride - Ryde4Life*

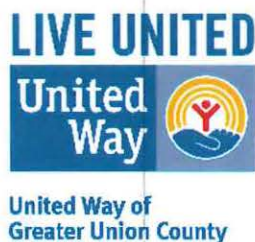
*Lyft/Uber*

See the Accessible  
Features of an NJ  
TRANSIT Bus in person.

Refreshments will be  
provided!

Get your copy of the  
new transit guide!

Prizes,  
Giveaways and More!



**NJTIP @ Rutgers**  
*Expanding Mobility for  
People with Disabilities and Seniors*



## **WESTFIELD COMMUNITY CENTER**



Is pleased to invite you to an informational forum

## **Union County Paratransit System**

**Given By  
Director Kathleen Carmello**

**Thursday, July 18, 2019  
@12:15pm at the Center**

**No registration is required for more information  
Please call 908-232-4759**

## **PUBLIC HEARING NOTICE**

The County of Union Department of Human Services Paratransit System will be holding a Public Hearing on Tuesday September 10<sup>th</sup> 2019 at 7:00 p.m. at the Union County, Administration Building, 10 Elizabethtown Plaza, 6<sup>th</sup> Floor Freeholders Meeting Room, Elizabeth, NJ. This hearing is held every year in order to gather information and comments from interested parties concerning funding received by the County of Union from New Jersey Transit. SCDRTAP (Senior Citizen and Disabled Resident Transportation Assistance Program) FY2020 funding comes from Casino Revenue and is used to transport seniors (60+), persons with disabilities and/or economically disadvantaged county residents to medical, education, employment, nutrition, shopping and recreational facilities.

The public is invited to attend and participate. For those residents unable to attend the Hearing, please know that written comments and/or testimony will be accepted through August 15<sup>th</sup>. Please send correspondence to Kathleen E. Carmello, Director, Union County Paratransit System 10 Elizabethtown Plaza 2<sup>nd</sup> Fl, Elizabeth, NJ 07207

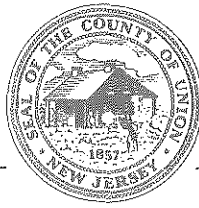
The application will be available for public review at the main branch of the Elizabeth Public Library 11 S. Broad Street, Elizabeth.

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The entire application will be available for public review at the main branch of the Elizabeth Public Library 11 S. Broad Street, Elizabeth.



# COUNTY OF UNION

DEPARTMENT OF HUMAN SERVICES

*Debbie-Ann Anderson, Director*

**BOARD OF  
CHOSEN FREEHOLDERS**

**August 2019**

**BETTE JANE KOWALSKI**  
*Chair*

**ALEXANDER MIRABELLA**  
*Vice Chairman*

**ANGEL G. ESTRADA**

**ANGELA R. GARRETSON**

**SERGIO GRANADOS**

**CHRISTOPHER HUDAK**

**KIMBERLY PALMIERI-MOUEDED**

**ANDREA F. STATEN**

**REBECCA WILLIAMS**

**EDWARD T. OATMAN**  
*County Manager*

**AMY C. WAGNER**  
*Deputy County Manager*

**ROBERT E. BARRY, ESQ.**  
*County Counsel*

**JAMES E. PELLETTIERE, RMC**  
*Clerk of the Board*

**Dear Municipal Clerk,**

**Please post the enclosed notice 30 days prior to the hearing date of September 10, 2019.**

**This Public Hearing is held annually in order to gather information and receive comments from interested parties concerning funding received through NJ Transit by the Union County Paratransit System from the Senior Citizen and Disabled Resident Transportation Assistance Program (SCDRTAP) FY'2020. For the purpose of transporting seniors (60+), persons with disabilities and/or economically disadvantaged residents to medical, education, employment, nutrition, shopping and recreational facilities.**

**Thank you for your assistance,**

***Kathleen E. Carmello***

**Kathleen E. Carmello, Director  
Union County Paratransit System**

**Enclosure**

**PARATRANSIT SYSTEM**

NJT Attachment K2 – Municipal Clerk mailing list

**Municipal Clerk – Ana Minkoff**  
29 Park Avenue  
Berkeley Heights, NJ 07922

**Municipal Clerk – Edith L. Merkel**  
430 Westfield Avenue  
Clark, NJ 07066

**Municipal Clerk – Pat Donahue**  
8 Springfield Avenue  
Cranford, NJ 07016

**Municipal Clerk**  
**Ms. Yolanda Roberts**  
50 Winfield Scott Plaza  
Elizabeth, NJ 07201

**Municipal Clerk**  
**Ms. Eleanor McGovern**  
75 North Martine Avenue  
Fanwood, NJ 07023

**Municipal Clerk**  
**Ms. Christina Ariemma**  
403 South Avenue  
Garwood, NJ 07027

**Municipal Clerk**  
**Ms. Lorraine Messiah**  
Liberty & Hillside Avenues  
Hillside, NJ 07205

**Municipal Clerk –**  
**Ms. Laura Reinertsen**  
567 Boulevard  
Kenilworth, NJ 07033

**Municipal Clerk**  
**Mr. Joseph Bodek**  
301 North Wood Avenue  
Linden, NJ 07036

**Municipal Clerk**  
**Ms. Martha Lopez**  
1385 Route 22  
Mountainside, NJ 07092

**Municipal Clerk**  
**Ms. Wendi Barry**  
360 Elkwood Avenue  
New Providence, NJ 07974

**Municipal Clerk**  
**Abubakar Jalloh**  
515 Watchung Avenue  
Plainfield, NJ 07060

**Municipal Clerk**  
**Ms. Rayna Harris**  
1 City Hall Plaza  
Rahway, NJ 07065

**Municipal Clerk**  
**Ms. Lydia Massey**  
210 Chestnut Street  
Roselle, NJ 07203

**Municipal Clerk**  
**Mr. Andres Casais**  
110 East Westfield Avenue  
Roselle Park, NJ 07204

**Municipal Clerk**  
**Bozena Lacina**  
430 Park Avenue  
Scotch Plains, NJ 07076

**Municipal Clerk**  
**Ms. Linda Donnelly**  
100 Mountain Avenue  
Springfield, NJ 07081

**Municipal Clerk**  
**Ms. Rosemary Licatese**  
512 Springfield Avenue  
Summit, NJ 07901

**Municipal Clerk**  
**Ms. Eileen Birch**  
1976 Morris Avenue  
Union, NJ 07083

**Municipal Clerk**  
**Ms. Tara Rowley**  
425 East Broad Street  
Westfield, NJ 07090

**Municipal Clerk**  
**Ms. June Planas**  
12 Gulfstream Avenue  
Winfield, NJ 07036



# COUNTY OF UNION

## DEPARTMENT OF HUMAN SERVICES

*Debbie-Ann Anderson, Director*

**August 2019**

### BOARD OF CHOSEN FREEHOLDERS

BETTE JANE KOWALSKI  
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ROBERT E. BARRY, ESQ.  
*County Counsel*

JAMES E. PELLETTIERE, RMC  
*Clerk of the Board*

**Dear Agency Director,**

**We would appreciate it if you could please post the enclosed notice 30 days prior to the hearing date of September 10, 2019.**

This Public Hearing is held annually in order to gather information and receive comments from interested parties concerning funding received by the Union County Paratransit System through NJ Transit from the Senior Citizen and Disabled Resident Transportation Assistance Program. (SCDRTAP) FY'2020 For the purpose of transporting seniors (60+), persons with disabilities and/or economically disadvantaged residents to medical, education, employment, nutrition, shopping and recreational facilities.

For those residents unable to attend the Hearing, please know that written comments and/or testimony will be accepted through August 15<sup>th</sup>.

Please send correspondence to Kathleen E. Carmello, Director, Union County Paratransit System 10 Elizabethtown Plaza 2<sup>nd</sup> Fl, Elizabeth, NJ 07207

Thank you for your assistance,

*Kathleen E. Carmello*

Kathleen E. Carmello, Director  
Union County Paratransit

Enclosure

### PARATRANSIT SYSTEM

# NJT Attachment K3 – List of Agencies

ARC 60 Diamond Road Springfield, NJ 07081	C.C.S. 505 South Avenue East Cranford, NJ 07016	J.C.C. 1391 Martine Avenue Scotch Plains, NJ 07076
Riverton Nursing 1777 Lawrence Street Rahway, NJ 07065	In Roads to Opportunity 301 Cox Street Roselle, NJ 07203	Senior News 2187 Morris Avenue Union, NJ 07083
Cranford Senior Housing 800 Lincoln Avenue Cranford, NJ 07016	C.P. Center 61 Myrtle Street Cranford, NJ 07016	Bridgeway House 567 Morris Avenue Elizabeth, NJ 07207
Gregorio Rec. Center 330 Helen Street Linden, NJ 07036	Elmora Hills Healthcare 225 W. Jersey Street Elizabeth, NJ 07202	Scotch Plains Senior Housing 2002 Lake Avenue Scotch Plains, NJ 07076
Atria Assisted Living 10 Jackson Drive Cranford, NJ 07016	Spend-A-Day 290 Broad Street Summit, NJ 07901	Community Access 80 W. Grand Street Elizabeth, NJ 07202
Brighton Gardens Marriott 1350 Rt. 22 West Mountainside, NJ 07092	Carteret Assisted Living 1155 East Jersey Street Elizabeth, NJ 07207	U.C. Psychiatric Clinic 117-119 Roosevelt Avenue Plainfield, NJ 07061
Elizabeth Nursing & Reh. 1048 Grove Street Elizabeth, NJ 07202	Westfield Senior Housing 1133 Boynton Avenue Westfield, NJ 07090	Westfield Senior Housing 1129 Boynton Avenue Westfield, NJ 07090
Hillside Senior Center 265 Hollywood Avenue Hillside, NJ 07205	Summit Senior Housing 12 Chestnut Street Summit, NJ 07901	Autumn Lake Healthcare 35 Cottage Street Berkeley Heights, NJ 07922
Springfield Senior Housing 350 Independence Way Springfield, NJ 07081	Gill Apartments 40 Meeker Avenue Cranford, NJ 07016	Brother Bonaventure Extended Care Center 655 E. Jersey Street Elizabeth, NJ 07207
Fountain Baptist Church 116 Glenside Avenue Summit, NJ 07901	Shaefer Gardens 35 Summer Avenue Union, NJ 07083	Elizabeth Towers 315 W. Grand Street Elizabeth, NJ 07202

# NJT Attachment K3 -- List of Agencies

Farley Towers 33 Cherry Street Elizabeth, NJ 07202	Kennedy Arms 70 Westfield Avenue Elizabeth, NJ 07207	Plainfield Tower West 601 W. 7th Street Plainfield, NJ 07060
Covenant Manor 623 E. Front Street Plainfield, NJ 07060	Cedarbrook Park Apts. 1272 Park Avenue Plainfield, NJ 07060	Ehrhardt Garden 100 Frances Ct. Union, NJ 07083
Clark Nursing Home 1213 Westfield Avenue Clark, NJ 07066	Kenilworth Senior Center 526 Boulevard Kenilworth, NJ 07033	Peach Orchard Tower 1601 Dill Avenue Linden, NJ 07036
Rahway Senior Housing 200 E. Milton Avenue Rahway, NJ 07065	Ford Leonard Towers 69 Division Street Elizabeth, NJ 07207	Cornell Hall 234 Chestnut Street Union, NJ 07083
Richmond Towers 510 East Front Street Plainfield, NJ 07060	Rahway Housing 165 E. Grand Avenue Rahway, NJ 07065	Alexlan Manor 122 Seventh Street Elizabeth, NJ 07201
Morningstar Court 701 Cranford Avenue Linden, NJ 07036	Roselle Senior Citizens Hsg. 250 West Second Avenue Roselle, NJ 07203	The Chelsea At Fanwood 295 South Avenue Fanwood, NJ 07023
Delaire Nursing and Convalescent Center 400 W. Stimpson Avenue Linden, NJ 07036	Park Hotel 123 West 7th Plainfield, NJ 07000	Elizabeth Dialysis 595 Division Street Elizabeth, NJ 07207
Sunrise of Westfield 240 Springfield Avenue Westfield, NJ 07090	Lyons VA Hospital 151 Knoll Croft Ave. Lyons, NJ 07939	The Woodlands/Genesis 1400 Woodland Avenue Plainfield, NJ 07060
Plainfield Health Center 1700 Myrtle Avenue Plainfield, NJ 07000	Runnells Hospital 40 Watchung Way Berkeley Heights, NJ 07922	East Orange VA Hospital 385 Tremont Avenue East Orange, NJ 07000
Twin Boro Therapy 2625 Morris Avenue Union, NJ 07083	Plaza Health Care & Rehab 456 Rahway Avenue Elizabeth, NJ 07202	



# PUBLIC HEARING NOTICE

Tuesday, September 10, 2019

7:00 PM to 8:30 PM

***Union County Paratransit System will be accepting comments regarding service and other issues. The public is welcome to attend and participate.***

**UNION COUNTY  
ADMINISTRATION BUILDING  
10 ELIZABETHTOWN PLAZA, ELIZABETH, NJ 07207**

**6<sup>th</sup> FL. FREEHOLDERS MEETING ROOM**

A Service of the Union County  
Board of Chosen Freeholders



**UNION COUNTY**  
*We're Connected to You!*

[www.ucnj.org](http://www.ucnj.org)  
   

**UNION COUNTY SENIOR CITIZEN AND DISABLED RESIDENT  
TRANSPORTATION ADVISORY BOARD**

**June 11, 2019**

**MINUTES**

**I. Call to Order and Roll Call:**

The meeting was called to order at 7:10 PM by Vice Chairman Bill Totten, roll call was taken verbally and by sign in.

Present: Sonja Ash, Vera Roquemore, Ellen Steinberg, Bill Totten, Ted Freedman, Tony Hall and Robert Edwards

MPC: Roger Dammer

Staff: Kathy Carmello and Helen Kirsch

Absent: Rosemary Coppola, Pat Rufolo, Kevin Illing, Steve Thorpe, Liza Betz and Lauren Williams

Guest: Louis Hoffman

Bill Totten asked for a motion to approve the minutes from April. A motion was made by Ted Freedman and seconded by Robert Edwards. The minutes from April 2<sup>nd</sup> were approved.

**II. SCDRTAP**

Kathy reported that the 2020 allocation for SCDRTAP is \$882,310 she noted that this is \$3,712 less than 2019's allocation. She reminded everyone that even with the introduction of internet gambling and sports betting we are two years behind in the funding we receive, we should an increase from these in 2021.

Kathy handed out copies of the Short-Term Goals and Budget for 2020. She read the goals and went over the the budget with everyone and asked if there were any suggestions or questions regarding either. Freeholder Estrada question the amount requested in Capital and ask if we really needed new vehicles? He also pointed out that the Freeholders are contributing over three million dollars to the budget.

Kathy pointed out the cost of the contract for next year and reminded Freeholder Estrada that the life expectancy of our vehicles in ten years, we have some vehicles in our fleet as far back as 2006, 2008 and 2009.

Kathy said she would email a copy of the Short-Term Goals and Budget for 2020 to those members not in attendance tonight.

**II. Old Business:**

- a) Fare Policy – Helen reported that \$19,517.50 had been collected for the months of March and April
- b) She reported that \$13,081 has been reimbursed from Logisticare for Medicaid transportation provided.
- c) Helen said we received \$16,936 in revenue from our Partial Care agreements with Inroads and Bridgeway.
- d) She reported that \$804.00 was realized from advertising. Kathy passed around a copy of a Yankee that is going to be placed on six vehicles.

**IV. New Business:**

- a) Kathy put on the table the newest copies of the Paratransit's User Guides and Palm Cards that are in English on one side and Spanish on the other.
- b) Kathy reported that we received two new 5310 vehicles and are waiting for a third vehicle.
- c) Kathy also said that we have received our first CMAQ vehicle from our FY2015 grant and it will replace a route 22 shuttle vehicle. Ted asked what CMAQ stood for? We informed him it was "Congestion Mitigation and Air Quality".
- d) Kathy said that she is working on campaign along with Liza Betz, to promote the Route 22 shuttle. She showed a proto type of a sign we want to add to the bus stops along the shuttle route and a palm card that is being designed along with a press release saying the shuttle has been in operation for 11 years.

**NJ COST Update**

- a. Kathy reported that the COST Roadeo was held on April 13<sup>th</sup> in Westfield and was well attended. She said the TransAction Conference was held in Atlantic City on April 16, 17 and 18. Freeholder Estrada said Kathy worked very hard at the transaction. Kathy informed everyone that the COST Expo will be held this year on October 15<sup>th</sup> again at the Exposition Center in Edison.

- V. **Paratransit Report** – Roger handed out copies of the year to date trips and went over the numbers with everyone. Freeholder Estrada asked if Roger knew what percentage of medical trips were "No Shows" Roger said he would get that information for him.

**NJ TRANSIT Report** - Lauren's report was sent to Kathy to share with the board:

- a) Union County's SCDRTAP award for 2020 is \$882,310 – 2019 was \$886,022
- b) Section 5310 FY2015 UC requested 3 vehicles and \$200,000 in Mobility Mgm't they were awarded 2 vehicles and \$200,000
- c) Section 5310 FY 2016 agreements are in the DAG's office for approval. UC was awarded 2 vehicles and \$200,000 in MM Federal Award
- d) Section 5310 FY2017 MM Federal Award is \$230,400 along with 3 vehicles.

**Bureau of Transportation Report** - None

VIII. **Public Comments** – Louis Hoffman said Rutgers NJTIP recently held two Transportation Fairs one for the City of Elizabeth and one for the City of Plainfield, both were well attended and he appreciated Kathy coming to both. He also held a Transportation summit in Pererstown for drivers. Louis handed out Guides for Public Transportation in Plainfield. Louis said he recently took the Route 22 Shuttle with two different groups to teach travel training. He complimented on the shuttle saying how well everything went, everyone was picked up and dropped off on time, the drivers were excellent and he will be going out again with another group.

VI. **Adjournment** -

- e) Kathy reminded everyone that our next CAC meeting is scheduled for August 6<sup>th</sup> she said she will not be here she is on vacation.
- f) **Our Public Hearing is scheduled for Tuesday September 10<sup>th</sup> at 7pm here in the Adm. Bldg., all members are encouraged to attend.**
- g) A motion was made at 8:40 pm to adjourn the meeting by Ted Freedman and second by Sonja Ash.



# COUNTY OF UNION

## DEPARTMENT OF HUMAN SERVICES

*Debbie-Ann Anderson, Director*

August 20, 2019

### BOARD OF CHOSEN FREEHOLDERS

BETTE JANE KOWALSKI  
*Chair*

ALEXANDER MIRABELLA  
*Vice Chairman*

ANGEL G. ESTRADA

ANGELA R. GARRETSON

SERGIO GRANADOS

CHRISTOPHER HUDAK

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ANDREA F. STATEN

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AMY C. WAGNER  
*Deputy County Manager*

ROBERT E. BARRY, ESQ.  
*County Counsel*

JAMES E. PELLETTIERE, RMC  
*Clerk of the Board*

Anna Magri, Director

NJ TRANSIT

Local Programs and Minibus Support

One Penn Plaza East, 4<sup>th</sup> floor

Newark, New Jersey 07105-2246

Dear Mrs. Magri:

The County of Union is hereby applying for funds under Senior Citizens & Disabled Residents Transportation Assistance Program (SCDRTAP). The approval of this grant will enable transportation services to be available to the senior citizens and disabled residents in our County. The County of Union is requesting \$882,310 for 2020.

The scheduled public hearing date is September 10, 2019. The application will be available at the following locations the County web site [www.ucnj.org](http://www.ucnj.org) and the Elizabeth Library 11S. Broad Street, Elizabeth as of the following date September 9<sup>th</sup>, 2019

To my knowledge, all information provided in support of this application is true and correct. If you have questions or require additional information, please contact Kathleen Carmello at 10 Elizabethtown Plaza 2<sup>nd</sup> Fl. Elizabeth, NJ 07207 or call 908-659-5001.

As the Applicant, the County of Union agrees to comply with all regulations and administrative guidance required for application to the Senior Citizens and Disabled Resident Transportation Assistance Program for the program year 2020. The Applicant affirms the truthfulness and accuracy of the information it has made in the statements submitted herein and any other submission made to NJ TRANSIT. In signing this document, I declare the foregoing information and any other statement made on behalf of the Applicant are true and correct.

Sincerely,

*Kathleen E. Carmello*

Kathleen E. Carmello  
Paratransit Director

### PARATRANSIT SYSTEM

10 Elizabethtown Plaza, 2nd Fl. Elizabeth, NJ 07207 (908)659-5000 fax(908)659-7443 [www.ucnj.org](http://www.ucnj.org)

*We're Connected to You!*



## SHUTTLE SCHEDULE

### ROUTE A

Mon.-Fri. 6:30AM-7:00PM  
Sat. 6:45AM-7:00PM

**START** Monroe Street, Union  
Greeley Avenue (West-bound)  
Clinton Manor Hotel  
David's Bridal  
Nissan Dealer  
Springfield Avenue  
(at Hilltop Court/Essex Road)  
Pearle Vision  
Lawrence Road/Autoland  
Fadem Road  
Lens Crafters/Carpet City  
Target  
Union Plaza Shopping Center  
Monroe Street, Union

**END**

### ROUTE B

Mon.-Fri. 6:30AM-7:00PM  
Sat. 6:45AM-7:00PM

**START** Monroe Street, Union  
Greeley Avenue (West-bound)  
Target  
\*Jefferson Avenue/Home Depot  
\*Greeley Avenue/Wal-Mart  
Pet Smart  
Burger King  
Bob's Store/LA Fitness  
Union Plaza Shopping Center  
Monroe Street, Union

**END**

### ROUTE C

Mon.-Fri. 7:00PM-11:00PM  
Sat. 7:00PM-9:45PM  
All Day Sun. 7:30AM-7:45PM

**START** Monroe Street, Union  
Greeley Avenue (West-bound)  
Clinton Manor Hotel  
David's Bridal  
Nissan Dealer  
Fadem Road  
Lens Crafters/Carpet City  
Target  
\*Jefferson Avenue/Home Depot  
\*Greeley Avenue/Wal-Mart  
Pet Smart/Marburn Curtains  
Burger King  
Bob's Store/LA Fitness  
Union Plaza Shopping Center  
Monroe Street, Union

**END**

All stops are at NJ Transit designated bus stops  
except as noted  
\*Bus stops in parking lot by these two streets

## NON-DISCRIMINATION POLICY

We are committed to ensuring that no person is excluded from, or denied the benefits of our services on the basis of race, color, or national origin. Any person who believes that they have, individually or as a member of any specific class of persons, been subject to discrimination on the basis of race, color, or national origin, may file a complaint in writing to Union County Paratransit

To File a complaint, or for more information on Union County's obligations under Title VI please call or write to: Union County

## SHUTTLE SERVICES

- Shuttle service Routes A and B operate Monday through Saturday. Single vehicle service - Shuttle Route C - operates Monday through Saturday after 7:00PM and all day Sunday. See Schedule for specific service hours and stops.
- Vehicles circle the route approximately every half hour based on the 94 Bus Schedule and traffic conditions.
- All stops are at NJ Transit designated bus stops except as noted.
- You may enter or exit the bus at any stop by signaling the driver.
- Passengers can request a route deviation up to one-half mile off route which needs to be requested by 3:00 PM the day prior to service by calling 908-241-8300. For their return trip the passenger must call and press 2 to notify dispatch.
- No service is provided on the following holidays  
Easter Sunday  
Thanksgiving Day  
Christmas Day
- Open to the public

## PASSENGER CONDUCT & SAFETY STANDARDS

- Seatbelts must be worn by all passengers
- No smoking in the vehicle
- No eating or drinking in the vehicle
- No littering in the vehicle
- Speak softly when using a cellular phone as a courtesy to other passengers
- Service animals, respirators and portable oxygen tanks are permitted
- NO STANDING DURING TRANSIT

This publication is available in large print or online upon request.

908-241-8300 908-659-5000 [www.ucnj.org](http://www.ucnj.org)

UNION COUNTY PARATRANSIT SYSTEM  
10 ELIZABETHTOWN PLAZA STREET  
ELIZABETH, NJ 07207



# SAFETY SHUTTLE USER'S GUIDE

# Route 22

co-sponsored by  
Union County Board of Chosen Freeholders

Sergio Granados, Chairman  
Bette Jane Kowalski, Vice Chairman  
Bruce H. Bergen Linda Carter Angel G. Estrada  
Angela R. Garretson Christopher Hudak Mohamed S. Jalloh Alexander Mirabella

NJ Department of Transportation  
NJ Transit



NJT Attachment U – Deviated Fixed Route



## Shuttle Route A

Connecting with NJ TRANSIT  
Bus Routes  
65, 66, 94, 114, 117

Mon. - Fri. 6:30AM-7:00PM  
Sat. 6:45AM-7:00PM

## Shuttle Route B

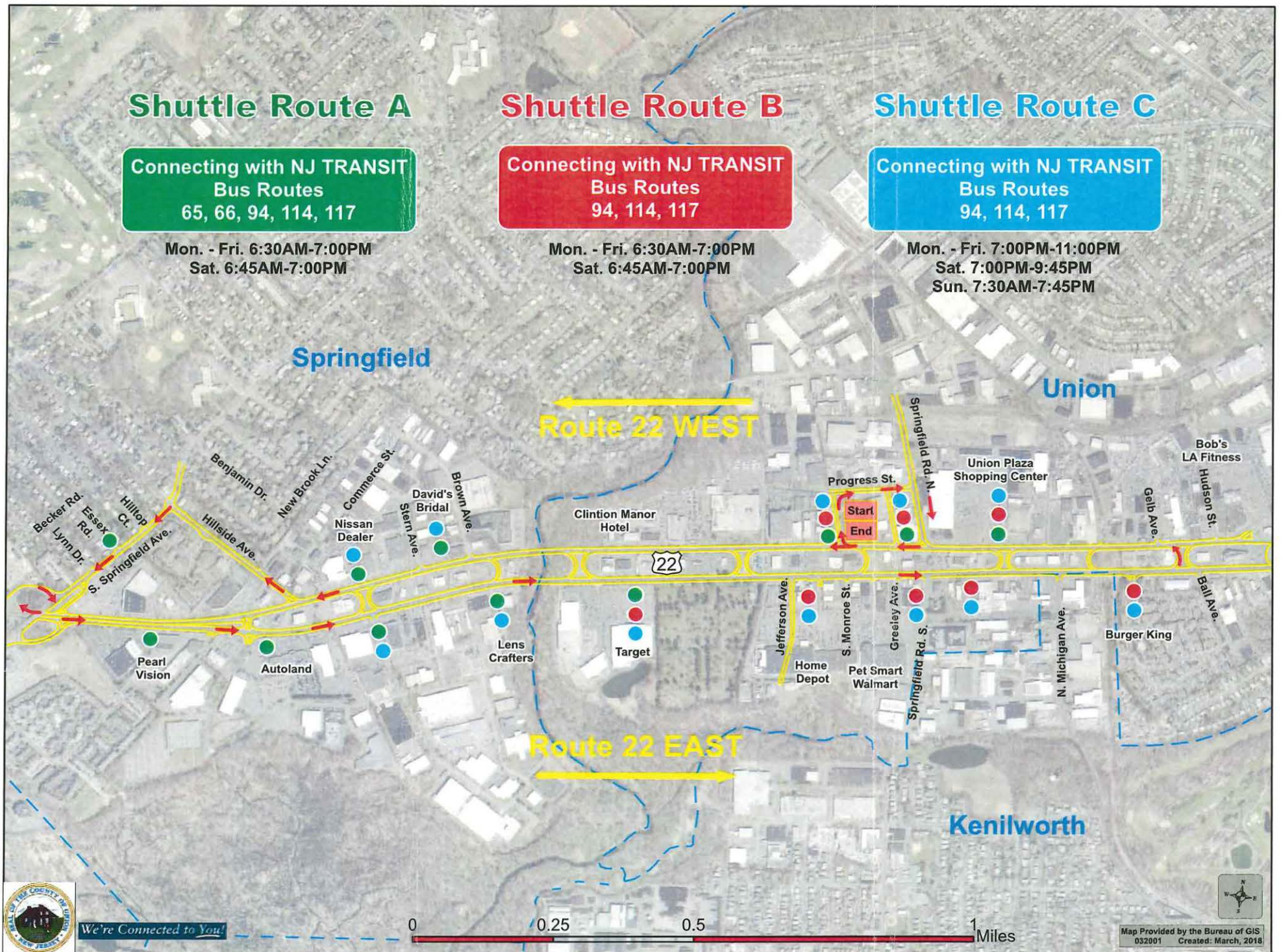
Connecting with NJ TRANSIT  
Bus Routes  
94, 114, 117

Mon. - Fri. 6:30AM-7:00PM  
Sat. 6:45AM-7:00PM

## Shuttle Route C

Connecting with NJ TRANSIT  
Bus Routes  
94, 114, 117

Mon. - Fri. 7:00PM-11:00PM  
Sat. 7:00PM-9:45PM  
Sun. 7:30AM-7:45PM



County Union	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y
1	Actual 2018 Expenditures																								
2	FUNDING SOURCE	SCBTRAP	COUNTY	FTA \$5310	Tithe III	Logistics	Tithe XX	JARC	Veterans	Partial Care/Fair	Advertising	Other	Ops Budget Totals												
3	Operating	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount												
4	State/Force	\$202,276.00	28%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$202,276.00												
5	Legislat. Registration Fee	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
6	Third Party Contract Svc	\$518,453.00	72%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	\$518,453.00												
7	Maintenance & Repairs	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
8	Transportation	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
9	Materials Consumed	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
10	Traveling Expense	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
11	Telephone	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
12	Funding Source Subtotal	\$720,729.00	100%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	100%	\$518,453.00	\$720,729.00												
13	% Funding Source Total	60%	93%	100%	100%	100%	100%	100%	100%	100%	100%	100%	100%												
14	FUNDING SOURCE	SCBTRAP	COUNTY	FTA \$5310	Tithe III	Logistics	Tithe XX	JARC	Veterans	Partial Care/Fair	Advertising	Other	Ops Budget Totals												
15	Administration	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount												
16	Standard Force	\$127,186.00	100%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$127,186.00												
17	Standard Contract/Outsourcing Costs	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
18	Facilities or Equipment Rental	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
19	Third Party Contract Svc	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
20	Office Supplies	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
21	Materials/Outsourcing (non-	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
22	contracted)	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
23	Insurance premium or payment to a	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
24	Facilities or Equipment Rental	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
25	Miscellaneous	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
26	Funding Source Subtotal	\$127,186.00	100%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$127,186.00												
27	% Funding Source Total	15%	2%	0%	0%	0%	0%	0%	0%	0%	0%	0%	15%												
28	FUNDING SOURCE	SCBTRAP	COUNTY	FTA \$5310	Tithe III	Logistics	Tithe XX	JARC	Veterans	Partial Care/Fair	Advertising	Other	Ops Budget Totals												
29	Capital	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount	Amount												
30	Rolling Stock	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
31	Railroad & Communication Equipment	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
32	Passenger Equipment/Bus Stop Signs	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
33	Line of Shipment Devices	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
34	Vehicle Rehabilitation	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
35	Computer Hardware/Software	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
36	Construction or Renovation of Transit	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
37	Facilities or Equipment Rental	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
38	Miscellaneous	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
39	Funding Source Subtotal	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	\$0.00												
40	% Funding Source Total	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%												
41	Budget Totals	\$447,624.00	17%	\$1,297,614.23	69%	\$226,000.00	5%	\$1,297,614.23	1%	\$1,297,614.23	1%	\$1,297,614.23	\$1,297,614.23												
42	% of Program Budget Total	17%	69%	5%	1%	1%	1%	1%	1%	1%	1%	1%	100%												

\*Percent match (as of \$)

provided by County



County Union  
 Projected 2020 Budget

FUNDING SOURCE		COUNTY		Advertising		SS311 Innovation		FTA SS310		Title XX		JARC		Veterans		Title III		Logistics		Partial Care/Res		Capitol Budget Total	
Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%	Amount	%
FUNDING SOURCE																							
Operating																							
Subsidized	20%	\$22,400.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$22,400.00	0%
Letters, Recognition, Inv	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
The Farn Center Svc	70%	\$522,167.00	100%	\$0.00	0%	\$0.00	0%	\$520,000.00	100%	\$14,167.00	100%	\$20,000.00	100%	\$12,000.00	100%	\$0.00	0%	\$50,000.00	100%	\$110,000.00	100%	\$4,451,746.00	63%
Maintenance & Repairs	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Materials Consumed	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Travel/Travel	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Miscellaneous	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Funding Source Subtotal	61%	\$114,944.00	100%	\$114,944.00	100%	\$0.00	0%	\$200,000.00	100%	\$14,167.00	100%	\$20,000.00	100%	\$12,000.00	100%	\$0.00	0%	\$50,000.00	100%	\$110,000.00	100%	\$4,451,746.00	64%
% of Operating by Program																							
FUNDING SOURCE																							
Administration	100%	\$12,444.40	100%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$12,444.40	100%
Subsidized (Overhead/Indirect Costs)	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Facilities or Equipment Rental	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Office Supplies	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Travel/Travel	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Materials Consumed	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Interest on Premium of Payment to a Self	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Miscellaneous	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Funding Source Subtotal	100%	\$12,444.40	100%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$12,444.40	100%
% of Operating by Program																							
FUNDING SOURCE																							
Capital																							
Rollback Stock	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Rollback & Communication Equipment	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Passenger Shuttle/Bus Stop Signs	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Units or Equipment Drivers	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Vehicle Rehabilitation	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Computer Hardware/Software	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Construction or Rehab of Transit Facility	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Facilities or Equipment Rental	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Miscellaneous	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Funding Source Subtotal	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
% of Operating by Program																							
FUNDING SOURCE																							
Capital	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%	\$0.00	0%
Budget Total	100%	\$114,944.00	100%	\$114,944.00	100%	\$0.00	0%	\$200,000.00	100%	\$14,167.00	100%	\$20,000.00	100%	\$12,000.00	100%	\$0.00	0%	\$50,000.00	100%	\$110,000.00	100%	\$4,451,746.00	100%
% of Program Budget (es) of 1																							
provided by County																							

County: Union  
 Proposed 2020 Budget

FUNDING SOURCE	SCDTRAP	COUNTY	Advising	SS311 Innovation	FTA SS310	Title XX	JARC	Veterans	Title III	Logistics	Partial Gate/Fees	Ops Budget Totals
Operating	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %
Salaries/Fringe	\$227,607.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$227,607.00 0%
License, Registration, Ins	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Third Party Contract Svcs	\$529,157.00 7%	\$3,114,555.00 100%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$142,524.00 100%	\$350,000.00 100%	\$12,000.00 100%	\$0.00 0%	\$3,000.00 0%	\$110,000.00 100%	\$4,607,246.00 100%
Maintenance & Repairs	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Travel	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Insurance	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Miscellaneous	\$748,884.00 100%	\$3,114,555.00 100%	\$1,000.00 0%	\$0.00 0%	\$0.00 0%	\$142,524.00 100%	\$350,000.00 100%	\$12,000.00 100%	\$0.00 0%	\$3,000.00 0%	\$110,000.00 100%	\$4,607,246.00 100%
<b>% of Operating by budget</b>	<b>85%</b>	<b>65%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>3%</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>	<b>1%</b>	<b>4%</b>	<b>85%</b>
FUNDING SOURCE	SCDTRAP	COUNTY	Advising	SS311 Innovation	FTA SS310	Title XX	JARC	Veterans	Title III	Logistics	Partial Gate/Fees	Admin Budget Totals
Administration	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %
Salaries/Fringe	\$133,448.00 100%	\$42,674.00 100%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$133,448.00 100%
Standard Overhead/Indirect Costs	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Fuel/Travel/Equipment Rental	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Third Party Contract Svcs	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Office Supplies	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Travel	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Marketing/Advertising (non-contracted)	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Insurance premium or payment to a self-insured reserve	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Miscellaneous	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
<b>% of Operating by budget</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>100%</b>
FUNDING SOURCE	SCDTRAP	COUNTY	Advising	SS311 Innovation	FTA SS310	Title XX	JARC	Veterans	Title III	Logistics	Partial Gate/Fees	Capital Budget Totals
Capital	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %	Amount %
Refine Stock	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Replaces & Communication Equipment	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Vehicle & Equipment	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Vehicle & Equipment	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Vehicle & Equipment	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Computer Hardware/Software	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Construction or Repair of Transit Facility	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Facilities or Equipment Rental	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
Miscellaneous	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%	\$0.00 0%
<b>% of Operating by budget</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>
<b>% of Program Budget Total</b>	<b>85%</b>	<b>65%</b>	<b>0%</b>	<b>0%</b>	<b>0%</b>	<b>3%</b>	<b>100%</b>	<b>100%</b>	<b>0%</b>	<b>1%</b>	<b>4%</b>	<b>85%</b>

provided by County