



**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION**



21
Brew

**CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER**

**JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER**

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

Bureau of Rail & Transit
June 6, 2014

REQUESTED ACTION

Authorize the Department of Transportation to enter into a contract amendment with Advance Transit, Inc. (Vendor 166573), Wilder, Vermont, to increase the contract amount by \$72,706 from \$3,170,770 to \$3,243,476 for public transportation services in the Hanover-Lebanon area, effective upon Governor and Council approval through June 30, 2015. The original agreement was approved by Governor and Council on June 5, 2013, Item #226. 100% Federal Funds.

Funding is available as follows:

	<u>FY 2015</u>
04-96-96-964010-2916	
Public Transportation	
072-500575 Grants to Non-Profit-Federal	\$72,706

EXPLANATION

The Department has approved a request for additional Federal Transit Administration (FTA) funding from Advance Transit, Inc. to assist in the provision of public transit service in the Hanover-Lebanon area. Advance Transit, Inc. is a private, non-profit organization providing public transportation services for the general public and elderly individuals and individuals with disabilities in the Upper Valley region of New Hampshire and Vermont. Each state's share of Advance Transit's funding is based on a Memorandum of Understanding (MOU) signed by the transit system and the two states that has been in effect since September 30, 1993.

The Department entered into a two-year contract with Advance Transit, Inc. for the period July 1, 2013 to June 30, 2015 using committed FTA funds. The Department has additional federal funding available for SFY 2015 rural public transit activities and therefore provided a 4% contract increase to every rural public transit system statewide. These additional funds are budgeted and separate contract amendments will be put forth for each rural transit operator. This contract amendment provides an additional \$62,706 for the second year (SFY 2015) of the two-year agreement for Advance Transit's Section 5311 program for project administration, capital preventive maintenance, capital ADA, and operating expenses.

Advance Transit, Inc. will provide the required non-federal matching funds, 20% for project administration and capital and 50% for operating expenses.

Budgeted Federal funds are also included to provide \$10,000 for Section 5311 Rural Transit Assistance Program (RTAP) projects for statewide training, technical assistance, research and support services administered on behalf of and at the request of the Department. RTAP is funded at 100% Federal.

In the event that Federal funds become unavailable, general funds will not be requested to support this program.

All other provisions of the agreement shall remain in effect.

The amendment has been approved by the Attorney General as to form and execution and the Department has verified that the necessary funds are available. Copies of the fully executed amendment are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to the Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "C. D. Clement, Sr.", with a long, sweeping flourish extending to the right.

Christopher D. Clement, Sr.
Commissioner

Attachments

AMENDMENT TO AGREEMENT

ADVANCE TRANSIT

WHEREAS, the Governor and Council approved an agreement between the New Hampshire Department of Transportation and Advance Transit, Inc. on June 5, 2013, (Item #226) to be effective July 1, 2013 through June 30, 2015, and this agreement remains in effect;

WHEREAS, the Price Limitation in Section 1.8, is \$3,170,770;

WHEREAS, Exhibit A, Scope of Services contains items A.1 – A.4 only and Exhibit B, Budget describes the budget;

WHEREAS, the Department of Transportation has available Federal funds for the Federal Transit Administration (FTA) Section 5311 Rural Transit program;

RESOLVED, that the agreement be amended as follows:

Section 1.8, "Price Limitation" of the P-37 form to read \$3,243,476 (increase of \$72,706);

Exhibit A, Scope of Services be amended to include A.5, "Training, technical assistance, research and support services and projects administered on behalf of and at the request of the Department in support of the goals and objectives of the FTA Rural Transit Assistance Program (RTAP).

Exhibit B, Budget, shall be revised to include an additional \$72,706 of Federal Transit Administration (FTA) Section 5311 Rural Transit program funds for State Fiscal Year 2015 for a revised contract total of \$3,243,476.

All other provisions of the agreement shall remain in effect.

EXHIBIT A

SCOPE OF SERVICES (REVISED)

July 1, 2013 - June 30, 2015

The Contractor, Advance Transit Inc., shall provide the following public transit service(s)

- A.1 Fixed route, demand-responsive, and/or route deviation public transit services in the Greater Hanover-Lebanon area as detailed in the "Project Description" of the Contractor's application to the Department for FTA Section 5311 funding, including map of service areas and fare structure.
- A.2 Travel training services to educate individuals with disabilities to assist them in using the Advance Transit regular fixed route service or the Access AT complementary paratransit service within the Greater Hanover-Lebanon area as detailed in the "Project Description" of the Contractor's application to the Department for Section 5317 funding.
- A.3 The Contractor shall not change, add, or delete any route or make any fare, service or operating schedule adjustments without the prior written agreement of the State, except in an emergency situation. In such an emergency, the Contractor shall notify the State no later than the next working day following the day of such changes. Such change shall be valid for five days; thereafter, the written approval of the State shall be required.
- A.4 The Contractor shall utilize ADA-compliant vehicles outlined in Exhibit J, Project Equipment purchased by the State and identified by Vehicle Identification Numbers to be appended to this agreement.
- A.5 Training, technical assistance, research and support services and projects administered on behalf of and at the request of the Department in support of the goals and objectives of the FTA Rural Transit Assistance Program (RTAP).

EXHIBIT B

BUDGET (REVISED)

B.1 The Contract price, as defined in Section 1.8 of the General Provisions, is the Section 5311 portion of the eligible project costs. Federal funds are granted as follows:

	FY 2014	REVISED FY 2015
Section 5311		
Administration	\$ 399,785	\$ 417,072
Capital (PM)	\$ 390,374	\$ 408,296
Capital (ADA)	\$ 185,955	\$ 193,352
Operating	\$ 591,529	\$ 611,629
RTAP		\$ 10,000
Section 5317		
Travel Training	\$ 17,742	\$ 17,742
Total Federal Funds	\$1,585,385	\$1,658,091

Funds are contingent upon Federal and State appropriations.

- B.2 Fourteen days prior to the submission of the Contractor's first request for Federal Section 5311 reimbursement, the Contractor shall submit to the State, a budget incorporating all funds to be expended in the provision of services pursuant to this contract. Budget revisions may be made with written approval of the State, and are limited to the six-month interval and year-end of the contract. Revisions that meet or exceed a 10% and \$2,500 change will require a detailed explanation. Budget revisions may only request the transfer of funds within a category or between categories with the same matching ratio.
- B.3 The Contractor may seek reimbursement for eligible expenses listed in "Budget Categories and Line Items," listed in Guidelines for Establishment of Accounting and Bookkeeping Procedures for Recipients of Section 5311 (Rural and Small-Urban Program) Funds, with the exception of funds specifically reserved, if any, and identified in "Specifically Programmed Funds," at the end of this Exhibit
- B.4 At the sole discretion of the State, the Contractor may carry forward any unexpended portion of the federal funds included in the Contract Price to a subsequent contract, if any, between the State and the Contractor.

Advance Transit, Inc.

By: Jim Tonkovitch Date: 5/29/14

Title: President, Bd of Directors

Signature: [Signature]

County of Windsor
State of Vermont

On this the 29th day of May, 2014, before me, Carol Hardy,
the undersigned officer, personally appeared Jim Tonkovitch, known to
me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument
and acknowledged that (s)he has executed the same for the purposes therein contained.
IN WITNESS WHEREOF I hereunto set my hand and official seal.

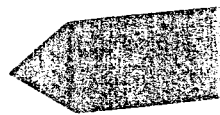
Carol Hardy
Notary Public/Justice of the Peace
2/10/15

NH Department of Transportation

By: Passive C. Herlihy Date: 6/6/14

Title: Director

Signature: [Signature]



Approved by Attorney General

By: Brian W. Buonamano Date: 7/11/14

Title: AAG

Signature: [Signature]

Approved by Governor and Council

By: _____ Date: _____

State of New Hampshire Department of State

CERTIFICATE

I, William M. Gardner, Secretary of State of the State of New Hampshire, do hereby certify that ADVANCE TRANSIT, INC. is a New Hampshire nonprofit corporation formed January 12, 1984. I further certify that it is in good standing as far as this office is concerned, having filed the return(s) and paid the fees required by law.



In TESTIMONY WHEREOF, I hereto
set my hand and cause to be affixed
the Seal of the State of New Hampshire,
this 6th day of June A.D. 2014

A handwritten signature in cursive script, appearing to read "William M. Gardner".

William M. Gardner
Secretary of State

ADVANCE TRANSIT, INC.

ABSTRACT OF CORPORATE MINUTES

The following is a true abstract from minutes of the meeting of the Board of Directors of Advance Transit, Inc. on March 19, 1987 which meeting was duly called at which a quorum was present:

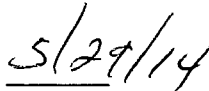
On a motion duly made and seconded, it was voted to authorize the President, to accept grants and awards and enter into contracts from time to time with the State of Vermont's Agency of Transportation, or New Hampshire Department of Transportation, and to sign and otherwise fully execute such acceptances and contracts and any related documents requested by vote of this governing board until such time as his successor is elected or appointed."

I certify the foregoing vote is still in effect and has not been revoked, rescinded or modified.

I further certify that James M. Tonkovich is the duly elected President of this corporation and still qualified and serving in such capacity.



Van J. Chesnut
Assistant Secretary



(Date)

"No corporate seal."

STATE OF VERMONT
COUNTY OF WINDSOR

On 5/29/14, before the undersigned officer personally appeared the person identified in the foregoing certificate, known to me (or satisfactorily proven) to be the Assistant Secretary of the corporation identified in the foregoing certificate, and acknowledge that he executed the foregoing certificate.

In witness whereof I hereunto set my hand and official seal.


Notary Public



CERTIFICATE OF LIABILITY INSURANCE

ADVAN01

OP ID: CH

DATE (MM/DD/YYYY)

08/20/13

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Kinney Pike/Hartford The Junction Market Place 1011 North Main Street White River Junction, VT 05001 Jake Obar	802-295-3329	CONTACT NAME:	
	802-296-6126	PHONE (A/C, No, Ext):	FAX (A/C, No):
		E-MAIL ADDRESS:	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A : Travelers Insurance Company	36137
		INSURER B :	
		INSURER C :	
		INSURER D :	
		INSURER E :	
		INSURER F :	

INSURED
Advance Transit Inc
Carol Hardy
PO Box 1027
Wilder, VT 05088

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC			H-660-2559R539	07/01/13	07/01/14	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPIOP AGG \$ 2,000,000 Emp Ben. \$ 1,000,000
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS			BA-2599R746	07/01/13	07/01/14	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB DED <input checked="" type="checkbox"/> RETENTION \$ 0 <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE			CUP-2559R539	07/01/13	07/01/14	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 4,000,000 \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input checked="" type="checkbox"/> N N/A			HCUB3385M68713	07/01/13	07/01/14	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Workers Compensation Statutory Coverage applies in VT. No excluded officers.

CERTIFICATE HOLDER**CANCELLATION**

NHDOT01	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
State of New Hampshire Department of Transportation 1 Hazen Drive, PO Box 483 Concord, NH 03302-0483	AUTHORIZED REPRESENTATIVE Jake Obar <i>JOBAR</i>

© 1988-2010 ACORD CORPORATION. All rights reserved.



ADVATRA-01

MLK

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

6/5/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Hickok & Boardman, Inc. - BUR 346 Shelburne Road PO Box 1064 Burlington, VT 05402-1064	(802) 658-3500	CONTACT NAME: Melissa Kavanagh
		PHONE (A/C, No., Ext): (802) 383-1621 FAX (A/C, No.): (802) 658-0541
		E-MAIL ADDRESS: mkavanagh@hbinsurance.com
		INSURER(S) AFFORDING COVERAGE
		NAIC #
INSURED Advance Transit, Inc. P. O. Box 1027 Wildier, VT 05088	INSURER A : National Interstate Ins Co	
	INSURER B : Acadia Insurance Co	
	INSURER C : Great American E&S Ins Co	
	INSURER D : Philadelphia Insurance Co	
	INSURER E :	
	INSURER F :	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY		TBD	7/1/2014	7/1/2015	EACH OCCURRENCE \$ 5,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 250,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC					
						GENERAL AGGREGATE \$ 5,000,000
						PRODUCTS - COMP/OP AGG \$ 5,000,000
						\$
C	AUTOMOBILE LIABILITY		TBD	7/1/2014	7/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000
	<input checked="" type="checkbox"/> ANY AUTO					BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
						\$
						\$
						\$
						\$
						\$
						\$
						\$
B	UMBRELLA LIAB		WCA515328810	7/1/2014	7/1/2015	EACH OCCURRENCE \$
	EXCESS LIAB					AGGREGATE \$
	DED	RETENTION \$				
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY					<input checked="" type="checkbox"/> WC STATUTORY LIMITS <input type="checkbox"/> OTHER
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	Y/N <input checked="" type="checkbox"/> N				E.L. EACH ACCIDENT \$ 1,000,000
	If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				E.L. DISEASE - EA EMPLOYEE \$ 1,000,000
						E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Pollution Liability		TBD	7/1/2014	7/1/2015	\$1,000,000 per Claim \$2,000,000 Agg.
D	Excess Employers Liability		TBD	7/1/2014	7/1/2015	\$4,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

CERTIFICATE HOLDER**CANCELLATION**

New Hampshire Department of Transportation
Bureau of Rail and Transit
P.O. Box 483
Concord, NH 03302-0483

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

© 1988-2010 ACORD CORPORATION. All rights reserved.



THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



CHRISTOPHER D. CLEMENT, SR.
COMMISSIONER

JEFF BRILLHART, P.E.
ASSISTANT COMMISSIONER

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

Bureau of Rail & Transit
May 1, 2013

Approved 6/5/13
Item = 226

REQUESTED ACTION

Authorize the Department of Transportation to enter into an agreement with Advance Transit, Inc. (Vendor # 166573), Wilder, Vermont, for an amount not to exceed \$3,170,770 for public transportation services in the Hanover-Lebanon area, for the period July 1, 2013 through June 30, 2015, effective upon approval by Governor and Council. 100% Federal Funds.

Funding for this agreement is available in the FY 2014 and 2015 budget, contingent upon the availability and continued appropriation of funds, with the authority to adjust encumbrances in each of the State fiscal years through the Budget Office if needed and justified.

	<u>FY 2014</u>	<u>FY 2015</u>
04-96-96-964010-2916 Public Transportation		
072-500575 Grants to Non-Profits-Federal	\$1,585,385	\$1,585,385

EXPLANATION

The Department has approved a request for Federal Transit Administration (FTA) funding from Advance Transit to assist in the provision of public transit service in the Hanover-Lebanon area. Advance Transit is a private, not-for-profit organization providing public transportation services for the general public and elderly and disabled citizens in the Upper Valley region of New Hampshire and Vermont. Approximately three-fourths of Advance Transit's ridership and service is in New Hampshire and one-fourth in Vermont. Each state's share of Advance Transit's funding is based on a Memorandum of Understanding (MOU) signed by the transit system and the two states that has been in effect since September 30, 1993.

The following are the routes currently serviced by the transit system Monday through Friday:

- Brown Route – including stops at the US Army Cold Regions Research and Engineering Laboratory, the Hanover Inn, Dartmouth Medical School and Norwich, VT
- Green Route – including stops at Hartford Village, Datamann Inc., Hanover Inn, and W. Lebanon, NH
- Orange Route – including stops at VA Hospital/White River Jct, VT, W. Lebanon, Hanover Inn, Dartmouth Medical School and the Dartmouth College Bookstore
- Blue Route – including stops in Canaan, NH, Lebanon, NH, Dartmouth Hitchcock Medical Center, Dartmouth College and Lebanon High School
- Red Route – including stops at P&C Food Market, Upper Valley Plaza, Walmart, BJ's and Lebanon

The bus schedule for Advance Transit is attached to this Agreement.

The Department's proposed FY 2014 and 2015 operating budget includes funds from the Federal Transit Administration (FTA) Section 5311 non-urban area formula program for public transportation in non-urbanized areas. Advance Transit has provided public transit utilizing these funds since 1984. The Department has allocated federal funding for the coming biennium based on prior funding levels, applications received, and available FTA funds. For the SFY 2014-2015 biennium, the FTA Section 5311 allocation for Advance Transit is \$3,135,286.

In addition to funds for transit operation, FTA Section 5317 New Freedom Program funds in the amount of \$35,484 are allocated to Advance Transit for the SFY 2014-2015 biennium for travel training services to educate individuals with disabilities and assist them in using the Advance Transit's regular fixed route service or the Access Advance Transit's complementary paratransit service within the Greater Hanover-Lebanon area. As required by FTA, this project is identified in a locally developed coordinated public transit – human services transportation plan.

Advance Transit will provide the required matching funds, 20% for administration and/or capital and 50% for operations.

The Department released a public notice on February 8, 2013 announcing the availability of funding from the FTA Section 5311 (Formula Grants for other than urbanized areas), Section 5316 (Jobs Access and Reverse Commute), and Section 5317 (New Freedom) with application submissions due March 29, 2013.

The Department received applications for eight (8) rural public transit systems as follows:

Acronym	Transit System	Applicant
AT	Advance Transit	Advance Transit
CAT	Concord Area Transit	Community Action Programs Belknap-Merrimack Counties
WTS	Winnepesaukee Transit System	Community Action Programs Belknap-Merrimack Counties
CAHS	Community Alliance Transportation Services	Community Alliance for Human Services
VNA	City Express	VNA @ Home Healthcare, Hospice & Community Services
NCT	North Country Transit	Tri-County Community Action Program
CCT	Carroll County Transit	Tri-County Community Action Program
CRT	Connecticut River Transit	Connecticut River Transit

An evaluation committee that consisted of Shelley Winters (NHDOT Rail & Transit Administrator), Frederick Butler (NHDOT Rail & Transit Transportation Specialist), and Christopher Morgan (retired NHDOT Rail & Transit Administrator) reviewed, evaluated and scored applications based on criteria as indicated in the application materials and the Department's State Management Plans for FTA programs. Every application met the Department's criteria for inclusion in its SFY 2014 public transit funding plan and will be awarded separate amounts for the aforementioned transit systems.

Evaluation Criteria		Weight
1	The proposed service effectively addresses a demonstrated community need.	10%
2	The applicant has the fiscal and technical capacity and adequate budget to operate its service.	15%
3	The applicant has successful experience in providing transportation services.	15%
4	The application shows coordination with other transportation providers in the service area: public, nonprofit, and for-profit.	10%
5	The applicant demonstrates involvement in and support for the project, financial and otherwise, on the part of citizens and local government.	10%
6	The applicant demonstrates effort to involve the private sector in the delivery of transportation services.	5%
7	Elderly and disabled citizens have full access to the applicant's services.	10%
8	The applicant successfully demonstrates service efficiency and effectiveness, measured in ridership, service miles and hours, costs, and fare recovery. New applicants must demonstrate the ability to measure performance and achieve goals.	15%
9	The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations and reporting requirements.	10%

100%

Rating Scale (0-10 scale)	
Explanation	Point Value
None. Not addressed or response of no value	0
Fair. Limited applicability	1 - 3
Good. Some applicability	4 - 6
Very Good. Substantial applicability	7 - 8
Excellent. Total applicability	9 - 10

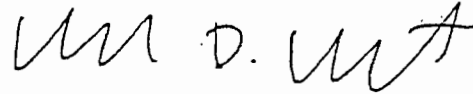
Transit System	Average Score
Advance Transit	9.30
Concord Area Transit	8.57
Winnepesaukee Transit System	7.40
Community Alliance Transportation Services	8.38
City Express	8.45
North Country Transit	7.27
Carroll County Transit	6.62
Connecticut River Transit	8.37

In the event that Federal funds become unavailable, general funds will not be requested to support this program.

The Agreement has been approved by the Attorney General as to form and execution and the Department will verify the necessary funds are available pending enactment of the Fiscal Year 2014 and 2015 budget. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services' Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "C. D. Clement, Sr.", written in a cursive style.

Christopher D. Clement, Sr.
Commissioner

Attachments