

# MEETING NOTICE

The next meeting of the Gunnison Valley Transportation Authority (RTA) will be:

December 11, 2009 at 8:00 a.m.  
in the Council Room  
in the Crested Butte Town Hall  
508 Maroon Ave, Crested Butte, CO.

For copies of the agenda and minutes of previous meetings, please call Scott Truex at 970-275-0111.

Two or more County Commissioners may be in attendance at this meeting.

AGENDA  
GUNNISON VALLEY TRANSPORTATION AUTHORITY  
**December 11, 2009**  
8:00 A.M. – CRESTED BUTTE COUNCIL CHAMBERS

- 8:00 A. INTRODUCTION
- 8:01 B. APPROVAL OF THE NOVEMBER 13, 2009 MINUTES
- 8:03 C. EXECUTIVE DIRECTOR'S FINANCIAL REPORT
- 8:08 D. CORRESPONDENCE

**GENERAL RTA ISSUES**

- 8:10 E-1. OLD BUSINESS
  - 1) Funding partners subcommittee – update
    - a. Second homeowners – holiday meet & greet
  - 2) Future revenues subcommittee – discussion
    - a. Draft 5 year ideal budgets
  - 3) Requests from CB Chamber for air vouchers
  
- 8:45 F-1. NEW BUSINESS
  - 1) Public Hearing (if requested) – Section 5311 Operating Grant
  - 2) Authorization for board chair to sign contract with CDOT to accept 5311 Operating Grant
  - 3) Certificate of Appreciation – Skip Berkshire
  - 4) Report from Tourism Association
  - 5) Comments from Citizen Advisory Committee

**AIR SERVICE ISSUES**

- 9:15 E-2. OLD BUSINESS
  - 1) 2009-2010 Air service update
  
- F-2. NEW BUSINESS
  - 1) Winter airport research – update

**GROUND TRANSPORTATION ISSUES**

- 9:25 E-3. OLD BUSINESS
  - 1) Gunnison – CB service update
  - 2) Possible land purchase – update
  
- 9:30 F-3. NEW BUSINESS
  - 1) Request for Quotes – DPF Cleaner (ARRA Grant)
  - 2) Denver Bus Schedule - discussion

- 9:45 G. COMMENTS FROM BOARD MEMBERS
- 9:50 H. PUBLIC COMMENT PERIOD
- 10:00 I. ADJOURNMENT

Next Meeting – January 15<sup>th</sup>, 8:00 a.m. in Gunnison

All times are approximate – the meeting may move more quickly or more slowly than indicated.

Gunnison Valley Transportation Authority  
Meeting Minutes  
November 13, 2009

Members Present:

Scott Truex, Executive Director  
Kent Myers, Airplanners LLC  
Jim Starr, Gunnison County  
Hap Channell, Gunnison County  
Jonathan Houck, City of Gunnison  
Bill Nesbitt, City of Gunnison  
Leah Williams, Town of Crested Butte  
Skip Berkshire, Town of Crested Butte  
William Buck, Town of Mt. Crested Butte

Several other community members were present in the audience including representatives from The Town of Mount Crested Butte, Crested Butte Mountain Resort, Alpine Express, Mountain Express, the Tourism Association, Faculty and Student representatives from Western State College, Crested Butte South Property Owners Association (POA), the RTA Citizens Advisory Committee, TransitPlus Consultants, and the Gunnison Country Times

A. INTRODUCTION: The meeting was called to order by Jim Starr.

B. APPROVAL OF THE October 9, 2009 MINUTES: Bill Nesbitt moved to approve the minutes of the October RTA meeting with a few minor corrections. Jonathan Houck seconded the motion. The motion passed unanimously.

C. EXECUTIVE DIRECTOR'S FINANCIAL REPORT: Scott Truex noted that September revenue was down ~10%. He then deferred to the written financial provided to the RTA Board.

D. CORRESPONDENCE: Scott reported on the CDOT letter regarding proposed changes on Highway 135 near the Cement Creek intersection. He also acknowledged the letter from the CB South POA in support of the proposed park and ride at Highway 135 and Cement Creek.

**GENERAL RTA ISSUES**

**E-1. OLD BUSINESS:**

1. Funding partners subcommittee - Update:

a. 10:15 p.m. bus – discussion: Bill Nesbitt gave an update on the continuing dialogue with students and faculty of WSC. Based on the discussions with WSC, the subcommittee recommends adding a late bus, once a week, between Gunnison

and Mt. CB for the ski season. The added bus service would cost approximately \$5500 for the season. Following some discussion Skip Berkshire moved to authorize a weekly bus on Saturday night beginning 11/28 and continuing through the ski season (4/3). The bus will leave Gunnison at 9 pm and depart Mt. CB at 10:15 pm (CB at 10:20 pm). The following entities will be asked to contribute \$925 each to pay for the bus service: Mt CB, CB, CB South, Gunnison, Gunnison County, and WSC. Additionally, Scott will recommend criteria to determine that this trial bus service was successful. Hap Channell seconded the motion. The motion passed unanimously.

b. Second homeowners – holiday meet & greet: After some discussion regarding outreach to second homeowners it was decided that Scott and Jim will work with the Chamber to possibly develop a program for possible support from second homeowners and larger businesses.

c. Approaching larger businesses: See E-1.1.b, above.

d. Adopt policy regarding future expansion of bus service: Scott reviewed the proposed policy for future expansion of bus service. During the discussion it was decided to clarify that the service area addressed by the policy is the Highway 135 corridor. Jonathan Houck moved to adopt the policy with the agreed clarification and to include an annual review of the policy. Bill Nesbitt seconded the motion. The motion passed unanimously.

2. Future revenue subcommittee - discussion: Scott reported on his meeting with the Gunnison City Council regarding revenue. The focus was on how to get the pulse of the Gunnison community. The City Council recommended a survey asking about raising the Gunnison share to equal that of the north end of the valley or raise everyone to a uniform 1%. Scott will wait until after the next meeting to continue this effort.

3. Taking of minutes for future meetings: Scott will find someone.

#### F-1. NEW BUSINESS:

1. Requests from CB Chamber and TA for air vouchers: Scott summarized the requests by the Chamber and the TA. Jane Chaney also provided supporting information for the TA request. Following a brief discussion, Hap Channell moved to approve the TA request for air vouchers. Bill Nesbitt seconded the motion. The motion passed unanimously. The Chamber will submit a formal request for air vouchers.

2. Report from the Tourism Association: Jane Chaney summarized some of the new marketing and advertising efforts by the TA. Jeff Moffett provided some marketing insights from the CBMR perspective.

3. Comments from the Citizens' Advisory Committee: Chris Behan provided some input from the CB South perspective on future tax increases for transportation.

## **AIR SERVICE ISSUES**

### **E-2. OLD BUSINESS**

1. 2009-2010 Air service update: Kent summarized the latest airline booking status. He also reported on the recent announcement by Mesa/SkyWest to phase out their turbo prop aircraft. Kent felt the switch to RJs will help us. Kent also spoke to the need to have the “annual conversation” with United regarding diversions, etc.

2. Jim Starr summarized a report prepared by the airport manager, John DeVore. The report discussed changes being made at GUC, including new food provider, renovations, snow management, etc.

### **F-2. NEW BUSINESS**

1. Winter airport survey – update & discussion with Professor Mitchell and WSC students: Kent introduced the WSC student team developing the winter survey. The plan is to conduct about 5000 surveys. All necessary materials are in place and the draft questions were presented to the RTA Board. A report of the survey results will be made in February 2010.

## **GROUND TRANSPORTATION ISSUES**

### **E-3. OLD BUSINESS**

1. Gunnison-CB service update: Scott gave a brief status of the change from AEX to MX for the bus service. He also noted that ridership is still down slightly, again, due to fewer trips.

2. Possible land purchase – update and discussion with George Krawzoff from TransitPlus (possible executive session at end of meeting to discuss negotiations): Scott introduced George Krawzoff. George gave a brief update/overview of his planned work for the RTA. He also summarized risks and possible challenges associated with land acquisitions. Following some discussion Bill Nesbitt moved to authorize Jim Starr and Scott Truex to contract with an engineering firm to perform preliminary work for a park-and-ride at the intersection of Highway 135 and Cement Creek Road. The motion was seconded by Hap Channell. The motion passed unanimously. NOTE: No executive session was deemed necessary for this subject.

3. Approval of contract with TransitPlus: Based on E-3.2, above, William Buck moved to authorize Jim Starr and Scott Truex to enter into a contract with TransitPlus for consulting support regarding the park-and-ride at Cement Creek and Highway 135. Jonathan Houck seconded the motion. The motion passed unanimously.

### **F-3. NEW BUSINESS**

1. Grant Updates: Scott reported on recent grants received by the RTA: \$72K of stimulus money (no match required) was received for the bus filter cleaner. Upon delivery, it will be installed in the MX bus facility. The RTA will also be receiving \$133,340 in 5311 Operating Grant money.

2. Adoption of the Transportation Plan Update: After a brief discussion, Hap Channell moved to adopt the Updated Transportation Plan. Jonathan seconded the motion. The motion passed unanimously.

G. COMMENTS FROM BOARD MEMBERS: None

H. PUBLIC COMMENT PERIOD: None.

I. ADJOURNMENT: The meeting was adjourned

**The next meeting is scheduled for December 11th, 8:00 am in Crested Butte.**

<b>Gunnison Valley Transportation Authority Financial Report - October 2009</b>			<b>Actual &amp; Board</b>	<b>2009</b>	
	<b>2009</b>	<b>2009</b>	<b>Approved</b>	<b>Revised</b>	<b>% of</b>
<b>Revenues</b>	<b>Actual</b>	<b>Budget</b>	<b>Revisions</b>	<b>Budget</b>	<b>Budget</b>
Starting Fund Balance 1/1	\$ 637,855.46	\$ 637,855		\$ 637,855	
Jan	\$ 86,152.67	\$ 104,500	\$ (18,347)	\$ 86,153	82.4%
Feb	\$ 81,261.60	\$ 94,800	\$ (13,538)	\$ 81,262	85.7%
Mar	\$ 93,903.94	\$ 109,900	\$ (15,996)	\$ 93,904	85.4%
One time payments - late payers	\$ 102,918.91	\$ -	\$ 102,919	\$ 102,919	N/A
April	\$ 51,850.89	\$ 62,600	\$ (10,749)	\$ 51,851	82.8%
May	\$ 59,877.75	\$ 66,700	\$ (6,823)	\$ 59,877	89.8%
June	\$ 94,998.56	\$ 106,000	\$ (11,002)	\$ 94,998	89.6%
July	\$ 121,315.88	\$ 136,400	\$ (15,084)	\$ 121,316	88.9%
Aug	\$ 109,124.32	\$ 128,500	\$ (19,375)	\$ 109,125	84.9%
Sept	\$ 95,230.76	\$ 106,100	\$ (10,869)	\$ 95,231	89.8%
Oct		\$ 80,000	\$ (12,000)	\$ 68,000	0.0% *15% reduction from 2008
Nov		\$ 80,000	\$ (23,000)	\$ 57,000	0.0% *based upon 2008
Dec		\$ 124,500	\$ (17,500)	\$ 107,000	0.0% *based upon 2008
Year to Date Tax Revenues	\$ 896,635.28	\$ 915,500		\$ 896,636	97.9%
Full Year - Tax Revenues	\$ 896,635.28	\$ 1,200,000		\$ 1,128,636	79.4%
<b>Other Revenues</b>					
RTA Tax - Clerk	\$ 5,468.45	\$ 10,000	\$ (5,000)	\$ 5,000	109.4%
Denver Bus Partners	\$ 31,500.00	\$ 29,500	\$ 2,000	\$ 31,500	100.0%
Operating Grant	\$ 118,000.00	\$ 118,000		\$ 118,000	100.0%
Capitol Grant	\$ -	\$ 240,000	\$ (240,000)	\$ -	0.0%
Interest Revenue	\$ 8,594.62	\$ 13,307	\$ (5,000)	\$ 8,307	103.5%
Total Revenue	\$1,060,198.35	\$ 1,610,807		\$ 1,291,443	82.1%
<b>Expenses</b>					
Postage	\$ 62.03	\$ 100		\$ 100	62.0%
Photocopies	\$ 10.85	\$ 20		\$ 20	54.3%
Professional Services - Truex	\$ 61,600.00	\$ 67,200		\$ 67,200	91.7%
Professional Services - Airplanners	\$ 66,728.44	\$ 72,000		\$ 72,000	92.7%
Professional Services - Landwehr	\$ 790.00	\$ 10,800		\$ 10,800	7.3%
Prof. Serv. - Levy / TransitPlus	\$ 1,779.20	\$ -	\$ 830	\$ 830	214.4%
Audit Cost	\$ 2,250.00	\$ 3,000	\$ (750)	\$ 2,250	100.0%
Revenue Collection Fee	\$ 9,470.00	\$ 15,000		\$ 15,000	63.1%
Airline Guarantees	\$ 800,000.00	\$ 800,000		\$ 800,000	100.0%
Airline Startup Costs	\$ -	\$ -	\$ 55,000	\$ 55,000	0.0%
Fees	\$ 93.99	\$ 150		\$ 150	62.7%
Bank Fees	\$ 1,561.00	\$ -	\$ 1,561	\$ 1,561	100.0%
Donations	\$ -	\$ -	\$ 500	\$ 500	0.0%
Ground Transportation	\$ 337,627.11	\$ 411,335		\$ 411,335	82.1%
Denver Bus Service	\$ 31,005.99	\$ 43,500	\$ 2,000	\$ 45,500	68.1%
Advertising	\$ 8,136.65	\$ 5,000	\$ 6,000	\$ 11,000	74.0%
Travel & Transportation	\$ 4,101.18	\$ 1,200	\$ 3,300	\$ 4,500	91.1%
D&O Insurance	\$ 3,238.00	\$ 3,500		\$ 3,500	92.5%
Meals & Lodging	\$ 2,121.57	\$ 3,500	\$ 1,000	\$ 4,500	47.1%
Dues & Meetings	\$ 3,730.25	\$ 3,500		\$ 3,500	106.6%
Repair & Maintenance - Vehicles	\$ 48,807.66	\$ 20,000	\$ 30,350	\$ 50,350	96.9%
Fuel	\$ 45,595.29	\$ 148,000	\$ (78,000)	\$ 70,000	65.1%
Vehicles	\$ 11,250.00	\$ -	\$ 11,250	\$ 11,250	100.0%
Construction Costs	\$ -	\$ 300,000	\$ (300,000)	\$ -	0.0%
Interest	\$ 1,038.19	\$ -	\$ 1,000	\$ 1,000	103.8%
Treasurer's Fees	\$ 20,561.48	\$ 12,000	\$ 10,000	\$ 22,000	93.5%
Transfer to General Fund	\$ 12,600.00	\$ 15,120		\$ 15,120	83.3%
Total Expenses	\$1,474,158.88	\$ 1,934,925		\$ 1,678,966	87.8%
Revenues Over (Under) Expenses	\$ (413,960.53)	\$ (324,118)		\$ (387,523)	
Balance Remaining	\$ 223,894.93	\$ 313,737		\$ 250,332	

Report shows posted revenues through September & expenditures through October

Report prepared by Scott Truex with available information from the County Finance department on December 1, 2009

**Funding partners subcommittee**

We held our final meeting last month. Jim and I will update you on our progress.

**Future revenues subcommittee**

Please see the attached 5 year “ideal” budgets – below

My best guess on revenues;

- Current revenues will bring in approximately: \$1,000,000
- County-wide .6% would bring in approximately: \$1,250,000
- County-wide 1.0% would bring in approximately: \$2,080,000

**Budget for air and ground service according to the five year plans - in 2009 dollars:**

<u>Alternative A</u>		<u>Alternative B</u>	
Air	Airplanners 5 year plan	Air	CBMR 5 year plan
Ground:	17 round trips per day - 243 days per year - Winter & Summer 6 round trips per day - 122 days per year - Spring & Fall 6 round trips to CB South - 142 days per year - Winter	Ground:	17 round trips per day - 243 days per year - Winter & Summer 6 round trips per day - 122 days per year - Spring & Fall 6 round trips to CB South - 142 days per year - Winter
<b>Revenues</b>		<b>Revenues</b>	
Air Partners	\$ 300,000	Air Partners	\$ 900,000
FTA Grants	\$ 160,000	FTA Grants	\$ 160,000
Sales Tax / Donations	\$2,025,000	Sales Tax / Donations	\$2,025,000
<b>Total Revenues</b>	<b>\$2,485,000</b>	<b>Total Revenues</b>	<b>\$3,085,000</b>
<b>Expenses</b>		<b>Expenses</b>	
Administrative and Overhead	\$ 225,000	Administrative and Overhead	\$ 225,000
Ground Transportation		Ground Transportation	
Contract	\$ 715,000	Contract	\$ 715,000
Fuel	\$ 160,000	Fuel	\$ 160,000
Repairs and Maintenance	\$ 105,000	Repairs and Maintenance	\$ 105,000
Capital Reserve	\$ 80,000	Capital Reserve	\$ 80,000
<b>Total Ground</b>	<b>\$1,060,000</b>	<b>Total Ground</b>	<b>\$1,060,000</b>
Air Service		Air Service	
Maximum MRG Payments	\$1,200,000	Maximum MRG Payments	\$1,800,000
<b>Total Expenses</b>	<b>\$2,485,000</b>	<b>Total Expenses</b>	<b>\$3,085,000</b>



601 Elk Avenue • PO Box 1288 • Crested Butte, CO 81224 • 970-349-6438

---

## **Airline Voucher Proposal for Fat Tire Bike Week**

Crested Butte is widely considered to be one of the birthplaces of mountain biking and is home to the Mountain Bike Hall of Fame. For 29 years, the town has hosted Fat Tire Bike Week (the world's oldest mountain bike festival), celebrating the sport its citizens helped create.

Fat Tire Bike Week (FTBW) has had its highs and lows throughout the years. In 2008 and 2009, attendance was fair because the festival was timed to coincide with the layovers of Ride the Rockies and the Bicycle Tour of Colorado. Without these large organized bicycle tours, however, FTBW has struggled to remain a viable event, having only attracted about 30 attendees per year.

Since FTBW is an established event and is very important to the region culturally, we are striving to make it a greater economic success and use it as a vehicle to promote all of the cycling and recreation opportunities in the Gunnison Valley. We believe that getting the cycling and outdoor media to Fat Tire Bike Week is a key step to rejuvenating the event and showcasing the area's biking and other recreational activities, as the resulting editorial coverage will be extremely valuable in growing the local tourist economy.

Crested Butte Mountain Resort will provide lodging for the cycling and outdoor media representatives that will be invited, and the Chamber will be assisting with the ground transportation costs associated with bringing media people from within the state (Denver, Boulder) as well as those traveling by air to DIA. We are requesting assistance from the Gunnison Valley Rural Transportation Authority in the form of three to five airline vouchers to help fly journalists to Gunnison or DIA.

The list of potential media we wish to bring to the valley includes publications such as *National Geographic Adventure*, *Outside*, *Men's Journal*, *The L.A. Times*, *Mountain Bike Action*, *Bike*, *Mountain Bike*, *Bicycling*, *Dirt Rag*, *Women's Health Magazine*, and so forth. The final selections will be made after analyzing the most current trends in cycling, travel, and recreation and comparing them with the overall demographics of the potential media candidates.

Thanks very much for your time and consideration!

Sincerely,

Scott Still  
Visitor Center / Events Manager

**Public Hearing on grant:**

The State requires us to offer to hold a public hearing on our project if so requested. I posted the following legal notice in both papers:

-LEGAL-

**PLEASE TAKE NOTICE**, that a public hearing will be held, if so requested by any member of the public, on the 11<sup>th</sup> day of December, 2009 at 8:00 a.m. in the Town of Crested Butte Town Offices at 507 Maroon Avenue, Crested Butte, Colorado regarding the contract to be entered into between the Gunnison Valley Transportation Authority (RTA) the Colorado Department of Transportation (CDOT) which allows the RTA to accept Federal Transportation Authority Section 5311 bus operating funds and commits the RTA to perform certain scopes of work. The economic, social, and environmental effects of these scopes of work will be discussed if a public hearing is requested. The full text of the scopes of work is available by emailing [struex@wic.net](mailto:struex@wic.net).  
Gunnison Valley Transportation Authority (RTA)  
/s/ Scott Truex, Executive Director

The scope of work is part of the contract we will be signing with CDOT and is as follows:

**EXHIBIT A-SCOPE OF WORK AND CONDITIONS  
GUNNISON VALLEY RURAL TRANSPORTATION AUTHORITY**

**A. Standards of Performance**

1. The Grantee will provide a minimum of 78,000 one-way passenger trips per year, at a maximum fully allocated cost (operating and administrative cost) of \$7.54 per one-way passenger trip, a maximum cost of \$3.44 per mile and a maximum cost of \$110.29 per vehicle hour. Standards of performance will be measured, reported and averaged at least quarterly. Measurement of these standards will commence with the presentation of the Grantee's first monthly report and request for reimbursement.

2. Performance will be reviewed quarterly. The State will begin its review no later than 30 calendar days after each performance quarter. If the State's review determines the Grantee's performance does not meet the standards of performance set forth above in paragraph A.1., the following steps will be taken:

a. The State will notify the Grantee in writing that performance does not meet the requirements of this Agreement.

b. Thirty (30) calendar days after date of such notification, the Grantee will submit to the State a written explanation of the cause(s) of the substandard performance, which shall include a written plan for improving performance.

c. The State will review the plan for improvement and notify the Grantee of its approval within 21 days.

d. If the plan is approved by the Department, the Grantee will implement the plan immediately upon receipt of the State's notification. If the plan is not approved by the Department remedial measures will be determined on a case by case basis. Such remedial measures may include termination of this Agreement and return of the grant funds or capital equipment purchased with such funds, in accordance with the terms of Section 8.

**B. Project Budget**

1. The net Project cost is estimated to be and shall be shared as follows:  
Administrative Costs Operating Costs

WBS Element	(CO-18-5029.GUNN)	WBS Element (CO-18-4029.GUNN)
Federal Share (80%)	\$33,900 (50%)	\$ 99,440
Local Share (20%)	\$ 8,475 (50%)	\$ 99,440
TOTAL	\$42,375	\$198,880

2. The Project Cost shall not exceed the maximum allowable cost of \$241,255. The State will pay no more than 80% of the eligible, actual administrative costs up to the maximum federal amount of \$33,900 and no more than 50% of the eligible, actual operating costs up to the maximum federal amount of \$99,440.

The Grantee shall be solely responsible for all costs incurred in the Project in excess of the amount paid by the State from federal funds for the federal share of eligible, actual costs. In the event the final, actual Project cost is less than the maximum allowable cost of \$241,255, the State is not obligated to provide any more than 80% of the eligible, actual administrative nor any more than 50% of the eligible, actual operating costs and shall retain the remaining balance of the federal share.

3. Up to one half of the Grantee's share for administrative and operating expenses may be provided from unrestricted federal funds. At least one half must be from sources other than federal funds. The Grantee's Share, together with the Federal share, shall be in an amount sufficient to assure payment of the net Project cost. The State shall have no obligation to provide State funds for use on this Project. The State will administer federal funds for this Project under the terms of this Agreement, provided that the federal share of FTA funds to be administered by the State are made available and remain available.

Page 41 of 53

In no event shall the State have any obligation to provide State funds or provide federal FTA funds for the Grantee's share of the Project. The Grantee shall initiate and prosecute to completion all actions necessary to enable the Grantee to provide its share of the Project costs at or prior to the time that such funds are needed to meet Project costs.

4. No refund or reduction of the amount of the Grantee's Share to be provided will be allowed unless there is at the same time a refund or reduction of the federal share of a proportionate amount.

5. Federal funds shall not reimburse the Grantee for expenses not incurred in cash (e.g., donated or in-kind goods and services), though such expenses may be used as the Grantee's share. No more than 20 percent of Project administrative expenses and no more than 50 percent of Project operating expenses may be attributed to non-cash, donated, or in-kind expenses.

#### C. Reimbursement Eligibility

Requests for reimbursement for project costs will be paid to the Grantee upon presentation of invoice(s) to the State for eligible costs incurred through December 31, 2011 and within the limits of Section 2 of this Agreement. The Grantee must request reimbursement monthly, and will be reimbursed based on the ratio of Federal Share and Local Share set forth in Project Budget above. However, if the Grantee is designated by the State as a "High Risk Grantee," as set forth in its State Management Plan, the State reserves the right to limit its reimbursement to the Grantee in any given month to 10% of the total grant award in order to ensure that Project services could be provided throughout the year in the event the Grantee encounters financial instability. The final invoice shall be submitted no later than sixty (60) days after the above date.

#### D. Contract Expiration

The Agreement shall expire when the capital equipment no longer has a federal interest, as determined by the State. If no capital equipment is obtained, the contract shall expire upon final reimbursement by the State, within the limits of Section C. above.

#### E. Project Description

The Grantee shall perform all Project activities described in Section D, 4.1 and 4.2, in the application submitted to the State on May 18, 2009 and as specifically described below. The application is incorporated herein by reference to the extent consistent with this Agreement.

#### **Grant Recipient (Grantee)**

The route is a deviated fixed route with stops at the following areas:

Northwest Gunnison Residential Areas

West Gunnison Residential Areas

Central Gunnison East Residential Areas

Central Gunnison West Residential Areas

East Gunnison Residential Areas

Western State College

Gunnison Valley Hospital

North Gunnison Commercial Areas

Hwy 135 and Ohio Creek Rd.

Hwy 135 - Almont

Hwy 135 and Cement Creek Rd. (Crested Butte South)

Page 42 of 53

Hwy 135 and Brush Creek Rd.

Hwy 135 and Riverbend

Crested Butte (connects to Mt. Express)

Mt. Crested Butte (connects to Mt. Express)

This will be a deviated fixed route system with fully accessible vehicles. The buses will deviate from the route up to 3/4 mile for ADA eligible clients as long as they are on a paved road with a place for the bus to access.

#### **Section 5311 Project**

This grant is expected to support the Gunnison Valley RTA offering approximately 5,950 annual service hours and 191,000 annual route miles for calendar years 2010/2011 (January 1 – December 31), as proposed in the application.

#### F. Special Conditions of the Project

1. The Grantee will execute an agreement between itself and other entities participating in project activities, and shall comply with the requirements in Section 2 (d) of this contract to extend federal requirements to third parties involved in project activities of this requirement.
2. The Grantee will advertise its fixed route and/or rural based service as available to the general public and service will not be explicitly limited by trip purpose or client type.
3. The Grantee will provide comparable transportation services to persons with disabilities according to the Americans with Disabilities Act of 1990.
4. The Grantee will comply with the Federal Transit Administration Drug and Alcohol Regulations.
5. Any costs reimbursed to the Grantee from other grant programs funds may not be listed as a cost to be shared by FTA on a reimbursement request (i.e., no double billing).
6. The Grantee shall maintain and report annually through submission of an annual report all information required by the National Transit Database and any other financial, fleet, service data set forth by the State for the purpose of annual reporting required of the State.

7. If the Grantee is unable to perform the activities described under paragraph E., Project Description of this section or must significantly change its level of service described herein, the Grantee shall notify the State in writing.

8. The Grantee must have State approval if FTA funds are to be used for payment of a lease or third-party contracts.

9. The Grantee shall not purchase, issue a purchase order, or lease capital equipment before the contract with the State has been executed.

#### G. Safety Data

The Grantee shall maintain and submit, as requested, data related to bus safety. This may include, but not be limited to, the number of vehicle accidents within certain measurement parameters set forth by the State; the number and extent of passenger injuries or claims; and, the number and extent of employee accidents, injuries and incidents.

Page 43 of 53

#### H. Training

In an effort to enhance transit safety, the grantee shall make a good faith effort to ensure that appropriate training of agency personnel is occurring and that personnel are update in appropriate certifications. In particular, the grantee shall ensure that driving personnel are provided professional training in defensive driving and training on the handling of mobility devices and elderly and disabled persons.

