

Passenger Transportation Development Plan

RPA 13 & 18

2010-2013

FINAL

4/9/09

**Passenger Transportation Development Plan (PTDP)
RPA 13 & 18
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INTRODUCTION

The Passenger Transportation Development Plan's (PTDP) purpose is to promote coordinated transportation planning and create a needs-based project justification for all passenger transportation programs including public transit and human service transportation. This PTDP addresses passenger transportation services in RPAs 13 & 18. The counties within this region include Cass, Fremont, Harrison, Mills, Montgomery, Page, Pottawattamie, and Shelby.

The main public transit provider in RPA 13 & 18 is Southwest Iowa Transit Agency (SWITA). SWITA is based in Atlantic and consists of 71 vehicles and 64 employees. SWITA provides various services throughout the 8 county region.

Planning Process

The Passenger Transportation Development Plan (PTDP) was developed by Regional Planning Agencies (RPA) 13 and 18 through guidance provided by the Iowa Department of Transportation (IDOT). The Plan was reviewed by the Mobility Action Planning (MAP) committee consisting of human service agency and transit representatives from across the RPA regions. A list of MAP committee members is included in Attachment D. The PTDP was reviewed by both RPA Policy Boards as part of each agencies' planning requirements. RPA Policy Boards consist of a County Supervisor from each county and representatives from each of the larger cities within the counties. These boards meet quarterly.

RPA 13 sent out surveys to 21 health and human service agencies that responded to a previous survey stating that they provide a transit service. The following responses were received:

- 14 surveys returned,
- 1 agency does not have eligibility restrictions and would be willing to transport other people than their clients for a fee.
- 5 agencies would be willing to coordinate services in some way including joint driver training, contract to provide/purchase services, and joining a network.

A sample survey is included in Attachment E.

There are 35 school districts within the RPA 13 & 18 regions. These school districts provide transportation services to students within their respective districts.

INVENTORY

The following is a discussion of existing passenger transportation operations within the RPA 13 & 18.

Types of Services

Southwest Iowa Transit Agency (SWITA)

SWITA provides demand response, taxi service, Medicaid medical transportation, general medical transports, shopper routes to trade centers, and contracted services. These services are located throughout the RPA 13 & 18 regions. The SWITA Transit Services Map is located in Attachment B.

Private Taxis

There are 5 private taxis within RPA 13 & 18. These private taxi services are as follows:

- Denise's Taxi Service - Atlantic
- Templeman Taxi Service - Atlantic
- Dale Lacombe Taxi Service - Glenwood
- Faith In Action - Sidney
- RSVP, Page County Passengers - Clarinda

Each taxi service works with SWITA through taxi coupons or other contract services.

Health and Human Service Agencies

The following chart lists the types of services available through the 11 health and human service agencies responding to our survey that provide transportation with their vehicles. These agencies do not receive transit funding through contracts with SWITA or Metro Area Transit (MAT).

Agency	County	City	Type of Service	Fixed	Demand
Cass Incorporated	Cass	Atlantic	Human Service		✓
REM	Cass	Atlantic	Disabled		✓
Crossroads of Western IA	Harrison	Missouri Valley	Human Service		✓
Manor of Malvern	Mills	Malvern	Medical		✓
Good Samaritan Society	Montgomery	Villisca	Elderly		✓
Waubonsie MHC	Page	Clarinda	Medical		✓
Page County Passengers	Page	Clarinda	Other		✓
Nishna Productions	Page	Shenandoah	Disabled	✓	✓
Gardenview Care Center	Page	Shenandoah	Medical	✓	
Bethany Heights	Pottawattamie	Council Bluffs	Elderly	✓	
Jennie Edmundson Hosp.	Pottawattamie	Council Bluffs	Medical	✓	✓
Peace Haven	Pottawattamie	Walnut	Elderly		✓
Elm Crest Retirement	Shelby	Harlan	Elderly		✓

See Attachment A - Transportation Provider Location Map

The following chart lists the types of services available through health and human service agencies that responded to previous surveys.

Agency	County	City	Type of Service	Fixed	Demand
Faith in Action Volunteers	Fremont	Sidney	Other	✓	✓
Good Samaritan Society	Montgomery	Red Oak	Elderly		✓
Goldenrod Manor Care	Page	Clarinda	Elderly		✓
Fair Oaks Residential Care	Page	Shenandoah	Elderly		✓
Carter Lake Senior Center	Pottawattamie	Carter Lake	Elderly		✓
Salem Lutheran Homes	Shelby	Elk Horn	Elderly		✓

The vehicle inventory as reported by the health and human service agencies is listed in the Existing Fleet Needs section (page 10). The vehicle inventory of SWITA is listed in their Passenger Transportation Provider Fact Sheet (Attachment C).

Private Charter Operators

Windstar Lines is a private charter company located in Carroll that serves RPA 13 & 18. According to their website (www.gowindstar.com), Windstar Lines provides luxury charter service throughout the State of Iowa and to all 49 contiguous states and Canada. Customers include tour companies, high schools, colleges, universities, senior citizen groups, government agencies, bank travel clubs, military, community organizations, politicians, and sports teams. Windstar Lines also provides convention shuttles for groups in Des Moines, Iowa City, Cedar Rapids and Omaha. Groups can charter by the hour, day, or multi-day. Prices are determined by the hours involved, miles, and additional fees such as parking, tolls, and relief drivers.

Schools

SWITA provides in-town bussing services for the Atlantic School District. This service currently serves 45 students. Another service SWITA provides is preschool routes, including routes through Boost4Families. The preschool service provides rides for 84 children and is growing. These routes are located in Mills and Montgomery Counties and include:

- Pooh Corners in Malvern
- Holy Rosary in Glenwood
- YMCA in Glenwood
- Building Bridges in Glenwood
- Good Shepherd in Stanton
- Right Start in Red Oak
- Kaleidoscope in Red Oak

School districts provide fixed route transportation to students within their respective school district. SWITA also transports five students out of district for school. The school districts within RPA 13 & 18 include the following:

District Name	Enroll-ment	Route Miles	Non-Route Miles	Net Op. Costs	Ave # students transp.	Ave cost/pupil transp.	Ave cost/pupil enrolled	Ave cost/mile	District square miles
A-H-S-T	692.8	95,298.00	35,236.00	\$168,341.42	361	\$466.32	\$248.56	\$1.77	192
Anita	287.6	108,052.00	15,869.00	\$117,042.01	153	\$764.98	\$359.18	\$1.08	135
Atlantic	1491.0	101,194.00	46,538.00	\$271,322.42	362.6	\$748.27	\$168.49	\$2.68	206
Boyer Valley	501.6	60,520.00	57,065.00	\$133,641.23	243.4	\$549.06	\$198.11	\$2.20	180
C and M	225.6	50,170.00	9,257.00	\$123,208.17	84.7	\$1,454.64	\$454.13	\$2.46	145
Clarinda	1008.6	64,146.00	44,466.00	\$122,342.47	134.7	\$908.26	\$150.23	\$1.91	165
Council Bluffs	9477.6	262,289.00	0.00	\$866,396.98	1692.4	\$511.93	\$98.73	\$3.30	74
Elk Horn-Kimballton	295.2	34,140.00	15,001.00	\$79,068.89	150.7	\$524.68	\$295.55	\$2.32	84
Essex	286.7	34,879.00	15,453.00	\$55,997.12	82.9	\$675.48	\$185.22	\$1.60	90
Farragut	307.3	60,375.00	13,739.00	\$135,910.40	180	\$755.06	\$514.75	\$2.25	136
Fremont-Mills	449.1	63,024.00	7,571.00	\$221,641.77	308.6	\$718.22	\$439.91	\$3.52	148
Glenwood	2040.6	165,019.00	62,766.00	\$668,072.38	1311	\$509.59	\$308.77	\$4.05	167
Griswold	648.9	115,568.00	33,281.00	\$251,031.38	522	\$480.90	\$374.22	\$2.17	245
Hamburg	313.2	75,288.00	8,185.00	\$81,641.80	122	\$669.20	\$214.23	\$1.08	98
Harlan	1602.0	171,834.00	95,231.00	\$337,043.78	671.9	\$501.63	\$183.09	\$1.96	279
IKM	463.0	87,518.00	15,395.00	\$172,127.61	283	\$608.22	\$318.77	\$1.97	204
Lewis Central	2559.9	193,052.00	80,364.00	\$436,955.04	2565	\$170.35	\$193.74	\$2.27	64
Logan-Magnolia	672.8	57,201.00	24,677.00	\$235,931.87	657.5	\$358.83	\$285.51	\$4.13	115
Malvern	368.1	58,241.00	9,743.00	\$123,364.50	120.9	\$1,020.38	\$225.05	\$2.12	108
Manning	459.0	62,039.00	25,126.00	\$109,145.38	438.7	\$248.79	\$310.31	\$1.76	118
Missouri Valley	930.6	94,329.00	22,135.00	\$214,241.09	568.7	\$376.72	\$228.02	\$2.27	149
Nishna Valley	231.1	58,444.00	9,670.00	\$108,400.32	195	\$555.90	\$428.32	\$1.85	117
Red Oak	1328.1	67,722.00	28,003.00	\$206,176.41	299.6	\$688.17	\$127.50	\$3.05	203
Riverside	674.4	118,198.00	26,722.00	\$270,738.72	518.6	\$522.06	\$371.08	\$2.29	227
Shenandoah	1094.4	84,960.00	34,328.00	\$184,688.66	688	\$268.44	\$161.40	\$2.17	156
Sidney	365.6	61,529.00	66,124.00	\$71,361.22	199	\$358.60	\$143.86	\$1.16	140
South Page	251.9	57,154.00	11,550.00	\$110,043.83	230	\$478.45	\$219.01	\$1.92	143
Stanton	229.2	39,469.00	8,541.00	\$67,268.96	147.4	\$456.37	\$314.09	\$1.70	80
Treynor	564.7	64,981.00	18,026.00	\$174,231.69	313.9	\$555.05	\$286.10	\$2.68	99
Tri-Center	774.4	136,310.00	41,716.00	\$327,090.19	658	\$497.10	\$368.00	\$2.40	179
Underwood	728.6	101,113.00	20,485.00	\$262,664.44	600.6	\$437.34	\$333.89	\$2.60	140
Villisca	421.8	47,770.00	9,257.00	\$100,560.21	147	\$684.08	\$252.05	\$2.11	160
Walnut	258.4	41,164.00	10,408.00	\$55,605.01	94	\$591.54	\$179.10	\$1.35	85
West Harrison	526.1	127,104.00	55,770.00	\$267,176.40	305.7	\$873.98	\$483.80	\$2.10	194
Woodbine	468.2	69,161.00	16,073.00	\$137,346.31	131.4	\$1,045.25	\$265.64	\$1.98	151
Region Ave	942.8	88,264.43	28,393.46	\$207,652.00	444.1	\$600.97	\$276.81	\$2.24	148

Source: Iowa Department of Education

Eligibility

All SWITA, private taxi, and private charter services are open to the public. Fares for these services vary depending on the miles and time involved.

Of the 13 health and human service agencies that provide transportation, 11 limit their services to clients. REM of Atlantic requires prior approval of the supervisor for services, however, they do not state they are willing to take on additional passengers with or without a fee. Page County Passengers was the only agency to state that they are willing to take on other passengers for a fee.

Enrolled students within each school district are eligible for the school bus routes. Each school district sets eligibility requirements (i.e. in-town bussing, distance from school). Iowa law allows school districts to use buses to meet community transportation needs, especially for elderly, disabled, or charters. No known school districts provide these services.

Time of Services

Time of service is dependent on the type of services. SWITA's general hours of operation are 6:00 A.M. – 6:00 P.M. Monday through Friday. Additional times are available upon request.

The health and human service agencies generally provide services to and from medical appointments, work, and/or community services/facilities. These occur during weekday hours. Some also provide transportation to social events/leisure activities or shopping that may occur in evenings. The agencies provide these services only on an "as needed" basis.

The school districts provide services before and after regular school hours. School districts also provide transportation to school activities outside of regular hours, such as athletic competitions.

New Services or Changes

- SWITA received a New Freedom grant to expand hours and service for taxi in the City of Harlan. Although SWITA cut Saturday services due to a low rider count, the expanded weekday services have been widely used.
- SWITA received a second New Freedom grant to expand the discount taxi ticket program for the City of Atlantic. This expanded service has been successful.
- SWITA received a JARC contract for employee transportation from Omaha/Council Bluffs to a local employer in Oakland. To date, only one employee is interested in the service, apparently due to recent lower gas prices. Therefore, this service has not started. SWITA is researching other possible work routes at this time.
- SWITA developed a student bussing service with Iowa Western Community College in Council Bluffs. Due to low usage of the service, Iowa Western Community College requested the service be discontinued at the end of December.

- ✦ SWITA developed a service with Montgomery County Memorial Hospital to shuttle employees during parking lot resurfacing. That service was a success and was completed on December 5th resulting in 18,500 rides.
- ✦ SWITA is currently working to revitalize shopper routes that provide transportation to residents to nearby economic centers for shopping, medical appointments, etc.

Coordination Efforts Undertaken

Cindi Andersen became the Community Connections Representative at SWITA on April 1, 2008. Since that time, she has joined the Human Services Advisory Council (HSAC) in Council Bluffs. The advisory council involves several human service agencies in the Council Bluffs area. She is also part of a transportation sub-committee.

The HSAC is currently applying for grants to fund a Decision Accelerator (DA). The DA will bring together human service agencies, transportation agencies, city officials, and local businesses to discuss transportation issues in Council Bluffs and surrounding areas. HSAC is hiring Right Track through Alegent Health to facilitate the DA. HSAC will develop a strategic plan that lists achievable short term and long-term goals to better meet the transportation needs in Council Bluffs and surrounding areas.

Cindi also started coordination efforts with Mills, Page, and Montgomery County health and human service agencies to help solve the unmet needs of these areas. Through this effort, SWITA hopes to create more routes for low-income residents to access jobs and create further JARC Grant opportunities. SWITA anticipates great changes to come in these and the other remaining service areas.

Joint Use of Facilities

There is no current joint use of facilities.

Review

Coordination efforts in RPA 13 & 18 are difficult to achieve. Nearly all of the health and human service agencies responding to our survey are unable or unwilling to take on additional passengers. Many residents also rely on personal vehicles despite the potential availability of cheaper, more efficient transit services. This makes the creation of new services difficult due to limited numbers of users and the spread out population of the many small, rural communities. This became apparent in the efforts of SWITA this past year creating new services that were cut or never started due to limited usage. However, transit needs still exist and coordination efforts will continue in an attempt to meet those needs.

NEEDS

Background

According to the 2000 U.S. Census, the population of these counties is 182,531. The region is mostly white (97.1%), and has a high percentage of elderly (16.3% over 65) as compared to the State of Iowa with 94.0% white and 14.7% over 65. There is also a higher percentage of people with a disability in the region (30.9%) compared to the State of Iowa (26.5%).

Although 6 of the 8 counties have a median income lower than the state median of \$39,469, the overall poverty level of the region is lower than the state (8.0% to 9.1%). The unemployment rate for the region is the same as the State of Iowa (4.2%).

Residents are heavily dependent upon their own vehicle for transportation. Among workers over 16 years of age, 91.6% drive a vehicle to work and 79.8% drive alone. This is higher than the state percentage of 89.4% who drive a vehicle and 78.6% who drive alone.

These census numbers show that there is a large number of elderly and/or disabled citizens that are likely dependent upon health and human service agencies and transit services to and from these agencies. Of citizens who are of working age, a majority are middle income, working class that are greatly dependant on their own vehicle for transportation.

RPA 13 & 18 are rural areas. RPA 18 borders the Omaha/Council Bluffs Metropolitan Area to the west. The metropolitan area contains shopping centers, hospitals, and other general services. Other economic/service centers and transportation destination points are generally spread throughout the region in the county seats of each county.

Public Input

The RPAs followed the Public Participation Plan in adoption of the Passenger Transportation Development Plan. No public comment was received.

Status of Previously Recommended Projects

Efforts from last year include:

- SWITA Vehicle Replacement Purchase – SWITA received \$437,371 for 8 new buses.
- SWITA Vehicle Equipment Purchase – included as part of new bus purchase.
- Community Connections Representative staff position – The Community Connections Representative started work on April 1, 2008. The representative is a member of the HSAC in Council Bluffs and has worked on several transit coordination projects.

- Harlan New Freedom taxi service expansion – SWITA received \$10,605. Expanded services continue. Saturday service was cut due to low rider count, however the expanded daily hours are utilized well. This greatly assists individual needs for transportation to medical appointments, shopping centers, etc.
- Atlantic discount taxi coupon expansion – SWITA received \$12,000. Service continues and is highly used. Impact on need is similar to Harlan service expansion.
- Discount taxi coupon initiation in Shenandoah, Red Oak, and Harlan – not funded.
- Oakland JARC service – received JARC contract for \$338,272. To date only one employee signed up for the service, therefore service was not started. Portion of JARC funding was drawn for bus purchase and other initiation expenses. SWITA currently working with Oakland to create other work routes.

Service Needs

The health and human service agencies expressed the following needs in their areas:

- Bethany Heights – Council Bluffs. “Some residents are unable to afford private handicap transportation on weekends – non-emergency rides.”
- CASS Incorporated – Atlantic. “I wish Atlantic had a bus service in town, after hours, for a reasonable fee. From residences like apartment complexes or downtown to places like grocery, Wal-Mart, etc. Taxi is pretty costly for our folks if they go very often.”
- Griswold Care Center, Inc. – Griswold. “Wheelchairs. Walkers.”
- Crossroads of Western Iowa – Missouri Valley. “We would like to have a SWITA van on Tuesdays to pick up and take people to work and appointments.”
- Page County Passengers – Clarinda. “All needs are met, thanks to our volunteer drivers. We are asking the city to restore the money they promised us.”
- Nishna Productions – Shenandoah. “We continue to have difficulty with people with disabilities working in the community and their hours of work don’t coincide with existing availability of public transit. We have vehicles to drive them, but we don’t always have staff.”

Being able to provide affordable rides to residents, particularly elderly or disabled outside of regular work hours, is a problem in many areas. New Freedom funds have been used to expand taxi services in many areas. Needs still exist and although a 100% solution may never be found, efforts to find a solution to meet the needs are continuing.

The Missouri Valley taxi service was reduced to 8:00 AM – 2:00 PM weekdays except Tuesdays due to a lack of demand. Starting in January 2009, SWITA added the Tuesday service back into service due to multiple requests. SWITA will continue to monitor the new service to ensure its usage.

Nine of the 13 health and human service agencies that provide transportation vehicles state that they are 100% funded by their own company. (Many DHS funding sources reimburse local agencies for vehicles over the life of the vehicles by allowing depreciation as an eligible cost.) Jennie Edmundson Hospital is funded by the hospital foundation. The remaining three agencies did not respond to that question.

Previous SWITA funding for transit improvements includes the following:

JARC:

- FY 06 - \$12,500 to Red Oak
- FY 07 - \$12,500 to Red Oak
- FY 08 - \$12,500 to Red Oak
- FY 09 - \$12,500 to Red Oak
- FY 09 - \$338,000 for Oakland Project

New Freedom:

- FY 07 - \$22,605 to Harlan/Atlantic Taxi
- FY 08 - \$34,605 to Harlan/Atlantic Taxi
- FY 09 - \$37,422 Harlan/Atlantic, Shenandoah, Red Oak, Missouri Valley Taxi

STA Special Project:

- FY 08 - \$29,590 for Mobility Manager
- FY 09 - \$19,600 for Mobility Manager

STA:

- FY 06 - \$344,000 for general operations
- FY 07 - \$301,000 for general operations
- FY 08 - \$342,948 for general operations
- FY 09 - \$377,335 for general operations

Peer Pool:

- FY05/06 - \$31,071 for associated capital maintenance
- FY06/07 - \$23,303 for associated capital maintenance

5309/5311:

- FY 06 - \$307,395 for bus replacement
- FY 07 - \$288,840 for bus replacement
- FY 08 - \$395,060 for bus replacement
- FY 09 - \$117,500 for bus and van replacement
- FY 09 STIM - \$733,500 for bus and replacement

FTA:

- FY 07 - \$369,014
- FY 08 - \$480,982
- FY 09 - \$529,002

According to the Passenger Transportation Provider Fact Sheet (Attachment C), SWITA may have difficulty providing vehicles to incorporate additional services for health and human service agencies depending on the need. Most of the listed vehicles have designated routes and/or services, and used 30-40 hours per week. However, each county does have vehicles that are used approximately half-time and may be available for additional service. Additional vehicles may be necessary if large amounts of additional services arise through coordination efforts, while maintaining a ratio of back-up vehicles.

The following health and human services agencies expressed interest in various coordination efforts:

Agency	Provider Network	Pooling Financial Res.	Shared Routes	Contract to Provide Service	Joint Driver Training
Cass Incorporation					✓
Gardenview Care	✓				
Griswold Care Center				✓	
Good Samaritan – Vill	✓	✓	✓	✓	
Nishna Productions	✓				✓

Coordination options of sharing vehicles, joint vehicle purchases, and centralized scheduling did not receive support. This is largely due to concern over varying funding source requirements either not allowing this coordination or creating record keeping difficulties.

There were no responses to Other Coordination Interests, however Cass Incorporated expressed concern in getting “bogged down” with federal regulations in coordinating transit services.

Management Needs

With the addition of the Community Connections Representative, SWITA is fully staffed. No health and human service agencies expressed any management needs. Therefore, there are no management needs at this time.

Existing Fleet Needs

The health and human service agencies that provide transportation service rate their vehicles in fair to excellent condition. No vehicles were listed in poor condition. However, many agencies did not respond to this question and many fewer vehicles were listed compared to prior years. The health and human service agency vehicles are listed below:

Agency	City	Vehicle Type	Condition	# of Seats
Cass Incorporated	Atlantic	3 – cars	Fair	5 ea
		2 – minivans	Fair	6 ea
Waubonsie Medical	Clarinda	3 – minivans	Good	7 ea
Jennie Edmundson Hosp	Council Bluffs	1 – minivan	Good	9
		1 – light duty bus	Good	7 +1 wc *
Bethany Heights	Council Bluffs	1 – light duty bus	New	15
Elm Crest Retirement	Harlan	1 – car	Excellent	2
		1 – light duty bus	Excellent	15 w/ wc
Manor of Malvern	Malvern	1 – minivan	Good	5
Crossroads of W Iowa	Missouri Valley	4 – minivans	Excellent	7 ea
Peace Haven	Walnut	Minivan	**	**
Garden View Care Cent.	Shenandoah	1 – minivan	Good	4 w/ wc
		1 – maxi van	Good	10
Nishna Productions, Inc.	Shenandoah	14 – cars	Fair-Excellent	4-5 ea
		14 – minivans	Fair-Excellent	6-8 ea
		7 – light duty bus	Fair-Excellent	8-15;2 wc
Good Samaritan	Villisca	1 – light duty bus	Good	14 w/wc
		1 – minivan	Good	6

* - Wheelchair accessible

** - Information not given

The following table shows the number of yellow school buses and small vehicles each school district operates.

District Name	Yellow Buses	Small Vehicles
A-H-S-T	11	6
Anita	7	6
Atlantic	14	10
Boyer Valley	13	5
C and M	5	5
Clarinda	12	6
Council Bluffs	1	0
Elk Horn-Kimballton	7	3
Essex	6	3
Farragut	7	4
Fremont-Mills	11	4
Glenwood	28	14
Griswold	19	6
Hamburg	6	4
Harlan	23	4
IKM	9	8
Lewis Central	27	0
Logan-Magnolia	13	5
Malvern	7	0
Manning	11	3
Missouri Valley	12	8
Nishna Valley	6	2
Red Oak	12	9
Riverside	13	4
Shenandoah	13	2
Sidney	6	7
South Page	7	5
Stanton	5	6
Treynor	9	3
Tri-Center	17	5
Underwood	15	3
Villisca	7	6
Walnut	4	4
West Harrison	13	7
Woodbine	9	2
Total	385	169

SWITA currently has 71 vehicles that are used for regular routes, contracted services, and reserve. The age of these vehicles range from 1997 to 2008. Scheduled replacement includes 4 vehicles in FY 09 and 8 in FY 10. The FY09 vehicles scheduled for replacement average 12 years in age and 174,000 miles. These vehicles are no longer reliable or meet safety requirements of the transit system. SWITA will purchase additional camera systems, radios, and

signage for the new vehicles. The SWITA fleet list and Fleet Rehabilitation/Replacement Schedule is included in Attachment C.

It is SWITA's policy to have enough vehicles in every service area to accommodate anything that may occur, i.e. unscheduled trips, breakdowns, etc. Currently SWITA maintains back up vehicles in Atlantic, Council Bluffs, Glenwood, Harlan, Missouri Valley, Red Oak, and Shenandoah.

Facility Needs

Office building expansion to accommodate the growing staff is complete. The office space is in excellent condition. However, the parking lot needs reconstruction. Despite two repairs since its construction in 1994, the lot has poor drainage and major wear. The entire lot needs torn out, groundwork completed, and a new lot installed.

SWITA buses are currently housed in an outdoor parking lot and are susceptible to severe weather and temperature extremes. Property is available to construct a parking garage to protect the buses from weather extremes. Long-term goals of the transit system are to utilize a new building for parking, as well as additional maintenance space and offices.

Short Term/Long Term Priorities

The following are short-term priorities identified in the needs assessment:

- SWITA vehicle replacement including signage, radios, and cameras. This priority will keep the SWITA fleet safe and reliable to meet the demands of the transit system.
- Revitalization of area shopper routes. This priority will help meet the needs of low-income, elderly, disabled, and/or the general public to get to medical appointments, shopping centers, etc.
- Continued coordination efforts through MAP and HSAC. This priority will ensure coordination efforts are continued throughout the region. SWITA's Mobility Manager is assisting in creating Health and Human Service Agency groups in those areas that it currently does not exist.
- Review of possible Oakland JARC service. This priority will ensure that any employee transportation needs are met. Negotiations with Oakland Foods and local employment agencies are underway.
- Initiation of discount taxi ticket coupon program for elderly and disabled in the Cities of Shenandoah, Red Oak, and Missouri Valley. This program will help ease the demand from Health and Human Services Agencies for taxi services within these cities.

- Continued marketing efforts of existing services. Several needs have been expressed in areas where a service already existed. This priority will help those with needs become aware of the services available.
- Construction of new parking lot. This priority will ensure proper drainage and elimination of wear in the existing lot. Stimulus funding for \$68,000 was received by SWITA and efforts are underway for replacement.

The following are long-term priorities identified in the needs assessment:

- SWITA vehicle replacement including signage, radios, and cameras. Similar to the short term priority, this will keep the SWITA fleet safe and reliable.
- Construction of SWITA parking garage. This priority ensures the SWITA fleet is safe from vandalism and free from the wear of being outside in all weather conditions.
- Continued marketing efforts. This priority ensures that possible clients are continually aware of the services available.
- Continued coordination efforts with each county's medical facilities as well as Health and Human Service Agencies will remain a high priority.

STRATEGIES

The coordination strategies are as follows:

Goal #1. Continue coordination efforts with health and human service agencies

1. Continue working with HSAC.
2. Continue MAP committee meetings.
3. Continue marketing efforts to ensure health and human service agencies are aware of services.
4. Ensure each county has an active group to discuss and make suggestions to meet unmet goals.

Goal #2. Purchase replacement vehicles as necessary.

1. Place vehicle purchases on TIP as scheduled.
2. Maintain current fleet to extend vehicle life.
3. Work with health and human service agencies for possible joint purchases and/or services.

Goal #3. Provide transit services to cover needs of region.

1. Revitalize shopper routes.
2. Review needs for JARC services throughout region.
3. Continue marketing efforts to ensure low-income, elderly, disabled, and the general public is aware of services.

FINANCIAL RESOURCES

Possible financial resources, according to the Iowa Department of Transportation, include the following:

Federal Programs

Section 5309 Capital Investment Program – This is a federal program for support of transit capital needs that exceed what can be funded under the federal formula programs. All public transit systems are eligible for these funds. Public agencies may receive these funds directly. Private non-profit transit agencies may not apply directly, but can be part of a statewide application. This federal program provides discretionary funding of transit capital improvements on an 80% federal, 20% non-federal matching basis (83% federal, 17% non-federal for vehicles equipped to meet ADA and Clean Air standards). In most recent years, all 5309 funding has been earmarked by Congress through the authorization or appropriation processes. Iowa's Congressional delegation has been successful in capturing a portion of these funds for both individual system earmarks and a statewide bus earmark. The statewide funds are allocated to rollingstock replacement/rehabilitation projects in the Statewide Transportation Improvement Program (STIP) using a ranking process based on the age and accumulated mileage of vehicles being replaced/rehabilitated.

Section 5310 Special Needs Program – This is a federal program for support of transit services serving elderly and disabled persons. These funds are allocated to Iowa based on the number of persons who are elderly or have disabilities within the state compared to other states. By law, the state is the direct recipient of the funding. Public agencies responsible for coordinating human service transportation are eligible, as are private not-for-profit agencies. Because Iowa requires the designated public transit systems to coordinate all publicly funded passenger transportation services, Iowa distributes these funds to the public transit agencies. The funds may be used for the cost of contracted operations, equipment, and passenger or vehicle shelters on an 80% federal, and 20% non-federal basis. Purchase of vehicles equipped for access by persons with disabilities can be funded at 83% federal participation. Facilities other than passenger or vehicle shelters are not eligible.

The Iowa DOT's Office of Public Transit (OPT) is the recipient of the 5310 funds from FTA. Seventy percent of the annual funding is distributed to Iowa's large urban transit systems to support services to qualifying persons living in urbanized areas. These funds are distributed based on the same formula used for the rural systems, but with each transit system developing its own eligible project. The remaining 30% of the funds are administered and distributed in conjunction with Non-urbanized Area Formula Program 5311 funds. To simplify administration, the 5310 funds going to rural systems are only distributed to transit systems that purchase contracted transportation services. All projects using 5310 funding must derive from the Passenger Transportation Development Plan (PTDP) prepared by the respective metropolitan or regional planning agency through their joint public transit/human service transportation planning process. All services supported with 5310 funding must be operated open to the general public. (Complementary ADA paratransit meets this requirement, so long as it matches up with an urban transit system's fixed-route hours and service area.)

Section 5311 Non-urbanized Area Formula Program – This federal program supports transit activities in rural areas and communities with less than 50,000 population. These funds are allocated to Iowa based on the number of persons living outside urbanized areas compared to other states. By law, the state is the direct recipient of the funding. Iowa DOT serves as the direct recipient of the funds, through both the Office of Public Transit (OPT) and the Office of Systems Planning. The OPT administers the bulk of the 5311 funding that is provided to small urban and regional transit systems, as well as the 15% of the annual apportionment, that in conformance with federal law, is utilized to support intercity bus services. The Office of Systems Planning administers that portion of the 5311 funds that are combined with the 5304 funding to support rural transit and intermodal planning activities.

The portion of the 5311 funds used for support of public transit services in Iowa is administered in conjunction with the rural portion of the 5310 funding. The 5311 funds may be used to support operating deficits (potentially on a 50% federal, 50% non-federal match), capital purchases (on an 80% federal, 20% non-federal match or 83% federal, 17% non-federal for vehicles meeting ADA and Clean Air standards), or planning activities (on an 80% federal, 20% non-federal match). State policy does not allow local transit administration costs for public transit systems to be treated any differently than operating expenses.

Projected funding for SWITA in FY 10 - \$851,000.

Section 5311(b)(3) Rural Transit Assistance Program (RTAP) – This federal program provides a source of funding to assist in the design and implementation of training and technical assistance programs and other support services tailored to meet the specific needs of transit operators in non-urbanized areas (less than 50,000 in population). By law, the state is the direct recipient of the funding. In Iowa, the DOT's OPT serves as the recipient of these funds.

Iowa's RTAP funds are mainly used to provide local transit agencies training fellowships. The fellowships pay 50 percent of the cost for Iowa's small urban and regional transit systems and their planners to attend Iowa DOT sponsored seminars, as well as transit-related courses or conferences sponsored by other groups. Transit systems may also be reimbursed for training held in-house. A parallel program funded with state transit assistance (STA) funds pays for costs incurred by large urban systems and their planners.

Section 5311(f) Intercity Bus Assistance Program - A minimum of 15 percent of each year's non-urbanized formula funds allocated to Iowa under the 5311 program is required to be set aside to support intercity bus transportation. Iowa's Intercity Bus Assistance Program is intended to support intercity bus service in rural and small urban areas. Private-for-profit companies, private non-profit corporations, or public entities may apply for this funding. Eligible bus service must make convenient connections to the existing national intercity bus network. Connections to Amtrak or passenger air service terminals are desirable. Service strictly for commuter purposes is not eligible. Projects may include operating assistance, capital assistance, planning, or administrative costs such as marketing and insurance.

The Iowa Intercity Bus Assistance Program includes funding in four categories of projects:

- Category 1 is support for continuation of existing services. Funding is available for providers of existing intercity bus service that apply and agree to reporting requirements. Category 1 projects pay \$0.10/revenue mile of scheduled route service that is justified based on preventive maintenance costs.
- Category 2 is support for new and expanded intercity bus service or feeders connecting to existing intercity bus services. It is not intended to support duplication of existing services. Projects pay up to \$0.50/mile based on preventive maintenance, insurance and administrative costs, and operating support for a maximum of two years. After two years, the service may receive support under Category 1.
- Category 3 is support for marketing of existing and new services. Preference is for cooperative projects with involvement by communities served. Projects may pay up to 80% of project administration/marketing costs.
- Category 4 supports facility improvements or equipment purchases necessary for the support of existing or new intercity bus services. Projects pay up to 80% of approved project amounts (83% for purchase of accessible vehicles or 90% on accessibility retrofits of existing vehicles) based on actual costs.

The Intercity Bus Assistance Program is included as a statewide total in the Statewide Transportation Improvement Program (STIP). Annual intercity bus assistance applications must be received by OPT by the first business day of October for projects to begin in January. Project selections are finalized by December.

Section 5316 Job Access and Reverse Commute Program (JARC) – This is a federal program established to provide transportation services to access employment opportunities and support services (such as training and childcare) for welfare recipients and low-income individuals. The public may use services designed for these purposes for any trip purpose.

Each urbanized area over 200,000 population receives a separate annual apportionment of funding, and each state receives both an apportionment for use in urbanized areas under 200,000 population and a second apportionment for use in non-urbanized areas. The federal apportionments are based on census data concerning the number of low-income individuals in each area, but the law requires that a competitive project selection process must be administered for each of these apportionment areas.

All projects must derive from the area's Passenger Transportation Development Plan (PTDP), developed through collaboration of public transit and human service interests. Required match (50% of net cost for operating projects and 80% for capital [83% for ADA vehicles]) can come from any non-DOT federal funds, as well as from state or local government or from private sources.

The OPT accepts applications for JARC projects under the small urbanized areas apportionment or the non-urbanized areas apportionment as part of its Consolidated Transit Funding Application due the first business day of May each year. If any funding remains unobligated after those applications are processed, a second round of applications may be solicited.

The competitive application process in the Omaha/Council Bluffs area is administered locally. For more information contact MAPA (Omaha/Council Bluffs MPO).

The majority of the grants in Iowa are to transit agencies to extend hours into the evenings and weekends. Other projects established new services to connect employment centers not previously served by transit, or purchased vehicles used for service expansions.

Section 5317 New Freedom Program – This is a federal program established under SAFETEA-LU to support new services or accommodations for persons with disabilities that go beyond the minimums established by the rules implementing the Americans with Disabilities Act. “New” is defined as projects that were not implemented or programmed prior to the signing of SAFETEA-LU (August 10, 2005).

As with the JARC program, each urbanized area over 200,000 population receives a separate annual apportionment of funding, and each state receives both an apportionment for use in urbanized areas under 200,000 population and a second apportionment for use in non-urbanized areas. The federal apportionments are based on census data concerning the number of persons with disabilities in each area, but the law requires that a competitive project selection process must be administered for each of these apportionments.

All projects must derive from the area’s Passenger Transportation Development Plan (PTDP), developed through collaboration of public transit and human service interests. Required match (50% of net cost for operating projects and 80% for capital [83% for ADA vehicles]) can come from any non-DOT federal funds, as well as from state or local government or from private sources.

The OPT accepts applications for New Freedom projects under the small urbanized areas apportionment or the non-urbanized areas apportionment as part of its Consolidated Transit Funding Application due the first business day of May each year. If any funding remains unobligated after those applications are processed, a second round of applications may be solicited.

The competitive application process in the Omaha/Council Bluffs is administered locally.

Each year OPT announces how much each rural and small urbanized transit system receives under the New Freedom program if all systems applied. Systems can apply for more than this mark and have a chance to get more than their mark if some systems do not apply, or apply for ineligible projects. Projected funding marks for SWITA in FY 09 - \$22,631.00

Iowa Clean Air Attainment Program (ICAAP) –This program is one of the five core funding programs of the Federal Highway Administration (FHWA) that can be flexed between highway, transit or bicycle/pedestrian uses. Nationally, the Congestion Mitigation/Air Quality (CMAQ) program is intended to fund transportation projects to assist metropolitan areas in violation of Clean Air Act standards. In those states with areas in violation, much or all of the CMAQ monies must be spent in the affected areas for projects conforming to a state air quality implementation plan. Because Iowa does not have any area in violation of transportation-related

federal clean air standards, the state receives a minimum allocation of CMAQ funding that can be used anywhere in the state for any purpose for which STP funds can be used on the same 80% federal, 20% non-federal basis.

In Iowa, funds are programmed for highway or transit projects through a statewide application process based on the project's anticipated air quality or congestion relief benefits. Applications are due the first business day of October for projects to begin the following federal fiscal year. Project selections are determined in February. When ICAAP funds are programmed for transit projects, funding is transferred from FHWA to FTA for administration through the statewide grant under either the 5307 or 5311 programs depending on whether the projects are in urbanized or non-urbanized areas.

Surface Transportation Program (STP) – This is another of FHWA's core programs. These funds come to the state based on a number of factors including vehicle miles of travel, highway lane miles, and the number and size of bridges. The funds can be used for roadway, transit capital projects, pedestrian/bikeway projects, or intermodal planning projects on an 80% federal, 20% local basis. In Iowa, a portion of these funds is programmed by local governments acting through metropolitan or regional planning agencies. Nearly all of Iowa RPAs and some MPOs fund a portion of their intermodal transportation planning activities from STP funds. Most transit systems have also been successful in receiving STP funding from their local MPO or RPA. When programmed for transit or planning projects, these funds are transferred from FHWA to FTA for administration, either through a direct 5307 grant for large urban transit systems, through a statewide 5311 grant for small urban or regional systems, or through the statewide consolidated planning grant for planning projects. OPT administers the statewide grant for individual small urban and regional transit systems. The Office of Systems Planning administers the planning grant.

Over-the-Road Bus Accessibility Program (OTRB) – Grants are provided directly from FTA to operators of over-the-road buses to help finance incremental capital and training costs to implement the final accessibility rule under the Americans with Disabilities Act (ADA). Providers of intercity fixed-route service, commuter service, and charter and tour service may apply directly to FTA for annual grants. FTA announces its solicitation for applications each year through a notice in the Federal Register.

State Programs

The State of Iowa currently offers six programs providing financial assistance to public transit systems.

State Transit Assistance (STA) – All public transit systems are eligible for funding under the STA program, which began in 1976. Since 1984, STA funding has been derived from a dedicated portion (currently 1/20th) of the first four cents of the state “use tax” imposed on the sale of motor vehicles and accessory equipment. STA funds are provided to support public transit services and may be used for either operating or capital projects.

STA Formula Program - The majority of the state transit assistance funds received in a fiscal year are distributed to individual transit systems on the basis of a formula using performance statistics from the most recent available year. Each month, the dollars received in the fund during the prior month are allocated to the transit agencies. These funds can be used by the public transit system for operating, capital, or planning expenses related to the provision of open-to-the-public passenger transportation.

The STA formula funds are first split between urban and regional systems on the basis of total revenue miles of service provided by each group. The funds are then split among individual systems in each category, 50 percent on the basis of locally determined income (LDI), 25 percent on the basis of rides per dollar of expense, and 25 percent on the basis of revenue miles per dollar of expenditure. OPT calculates LDI by subtracting FTA and STA formula funds from the system's operating expenses.

Projected funding for SWITA in FY 10 - \$337,335.

STA Special Projects - Each year up to \$300,000 of the total STA funds are set aside to fund “special projects.” These can include grants to individual systems to support transit services, which are developed in conjunction with human service agencies, or statewide projects to improve public transit in Iowa through such means as technical training for transit system or planning agency personnel, statewide marketing campaigns, etc.

The **Coordination Special Projects** are considered an “immediate opportunity” program by the Iowa DOT, meaning that these funds can be applied for at any time of the year as an opportunity arises, provided that funding is still available. Projects are intended to assist with start-up of new services that have been identified as needs by health, employment, or human service agencies participating in the Passenger Transportation Development Planning process. Most projects are small in scope and typically will fall within the \$5,000-\$25,000 range. Operating projects may be for up to a two-year duration, with maximum STA participation of 80% of net project cost in the first year and 50% of net project cost in the second year. Capital project may have maximum 80% STA share. Priority is given to projects which include a contribution from human service agencies as well.

The statewide project funds can also be used on statewide transit marketing and projects exploring new transit technologies. The administrative rules provide flexibility for use of the funding.

If not needed for special projects, the money set aside for that purpose may be moved back into the STA formula program for distribution to all systems.

Public Transit Infrastructure Grants – In 2006, the Iowa Legislature established a new program to fund some of the vertical infrastructure needs of Iowa’s transit systems. Applications are accepted as part of the annual Consolidated Transit Funding Program. Projects can involve new construction, reconstruction, or remodeling, but must include a vertical component to qualify. They are evaluated based on the anticipated benefits to transit, as well as the ability to have projects completed quickly. The infrastructure program participation in the cost of transit-

related elements of a facility project is limited to 80% and cannot, in combination with federal funding, exceed that number. Also no single system can receive more than 40% of the available infrastructure funding in a given year.

Capital Match Revolving Loan Fund (AMOCO Loan) – The capital match revolving loan fund was created by the Iowa Legislature in the early 1980’s with funds from Iowa's share of the federal government’s petroleum overcharge settlement against the American Oil Company (Amoco). The loan program is subject to an intergovernmental agreement between the Iowa DOT and the Iowa Department of Natural Resources (DNR). All public transit systems are eligible for loans under this program. The intent of the program is to increase the inherent energy conservation benefits of public transit by expediting the implementation of transit capital projects.

The program allows “no interest” loans to transit systems, which the transit system uses towards the required local match on a federally-funded capital project, paying it back over a negotiated time period as local funds become available. The loan can be used to temporarily fund the entire local match on capital equipment projects or 50% of the required non-federal match on facility projects. Loan recipients may be required to report project energy savings annually to OPT until the loan is repaid.

A project is eligible if it is a transit capital project that is approved for federal funding. The project should be targeted at energy savings.

Local Funding

The bulk of transit funding in Iowa comes from local sources, especially on the operating side. How systems generate their local financial support varies, but some of the more common sources are as follows:

Passenger Revenues – Fees paid by the passengers is one of the most common sources of local support. This can include monies collected on-board the transit vehicle (usually called “farebox receipts”), as well as prepaid fares from sale of passes or tickets, or fares billed to the passenger after the fact. FTA requires that all passenger revenues be subtracted from the total cost of operating transit service to identify a net operating cost, before eligibility for federal financial support of operations can be calculated.

Contract Revenue – Human service agencies, local communities, as well as private businesses are often willing to pay a part or all of the cost for certain types of rides provided as part of the open to the public transit operation. Such subsidies are classified as contract revenues and can count toward the required local match on federal projects.

Student Fees – Mandatory student fees established by a college or university are similar to a tax levy in that all members of the particular community contribute.

Advertising Revenues – Sale of on-board advertising or advertising space in brochures, etc., can provide some additional revenues to the transit program.

Local Taxes

Municipal Transit Levy – Iowa law authorizes municipalities to levy up to 95 cents per \$1,000 assessed valuation to support the cost of a public transit system. Most of Iowa’s larger communities levy for support of their urban transit systems. A number of smaller communities use this authority to generate funding used to support services contracted from their designated regional transit system. (This is something that can be implemented with a simple vote from the city council). If all cities within RPA 13 & 18 passed a tax levy, the total levy amount available would be \$1,335,597. However, most of the cities individually have less than \$20,000 in potential levy value. The larger cities (Atlantic, Red Oak, etc.) have approximately \$80,000 to \$100,000 in potential levy value.

General Fund Levy – The cost of supporting transit services is an eligible use of general fund revenues for all Iowa governments and is the primary source of funding to support transit for counties who don’t have the option of a transit levy, as well as for cities that chose not to use the transit levy.

Trust and Agency Levy – The Trust and Agency Levy can be used by cities and counties to support employee benefit plans. As such, it can be used to help support the cost of a city operated transit system.

IMPROVEMENT PLAN

First Year Program

The following elements are proposed for the First Year Program.

- SWITA Vehicle Replacement Purchase. This element will replace the 4 most deficient vehicles in the SWITA system. The benefit will be 4 new vehicles that will allow the system to operate as safely and efficiently as possible. The proposed cost of the new vehicles is \$219,000.
- SWITA Vehicle Equipment Purchase. This element is associated with the Vehicle Replacement Purchase. The equipment includes camera systems, radios, and signage. The proposed cost is \$24,000.
- New Freedom. SWITA will re-apply to New Freedom to initiate discount taxi coupon programs in the Cities of Shenandoah, Red Oak, and Harlan. Health and Human Service Agencies, and the general public, have expressed a need for affordable taxi service in these areas particularly for elderly and/or disabled citizens. The discount taxi ticket program will help meet this need by reducing the cost to the citizen. This program will meet New Freedom eligibility requirements as the discount taxi coupon program will target and benefit elderly and disabled citizens. Total cost of the application is \$29,634.

SWITA will apply to New Freedom to continue a discount taxi coupon program in the City of Atlantic. Health and Human Service Agencies, and the general public, have expressed a need for affordable taxi service in these areas particularly for elderly and/or disabled citizens. The discount taxi ticket program helps meet this need by reducing the cost to the citizen. This program meets New Freedom eligibility requirements as the discount taxi coupon program targets and benefits elderly and disabled citizens. Total cost of the application is \$16,230.

SWITA will also apply to New Freedom to continue an increase in the taxi service in the City of Harlan by 2 hours daily. Health and Human Service Agencies have expressed a need for increased service particularly for their clients. The extended services have been widely used. The extended services helps meet this need by providing additional taxi services during times of need. This program meets New Freedom eligibility requirements as the taxi service largely benefits elderly and disabled citizens. Total cost of the application is \$9,199.

- Oakland JARC service. Apply to JARC to create transit service for employees at Oakland companies to and from the Omaha/Council Bluffs Metropolitan Area. Projected cost of service is \$338,000.
- Operation Projects. Continue to utilize STA, 5309, and 5311, to provide necessary services.

Additional Three Year Sketch Plan

- **SWITA Vehicle Replacement Purchase.** This element will replace an additional 8 deficient vehicles in FY 10. Proposed cost of the 8 buses: \$491,000. Additional buses will be replaced in the following years as funding allows.
- **SWITA Vehicle Equipment Purchase.** This includes camera systems, radios, and signage to accommodate the additional vehicle purchases. Proposed cost for FY 10: \$48,000. This will also be on a per year bases matching the number of vehicles to be purchased.
- **SWITA Bus Garage Construction.** This element includes construction of a bus garage to protect vehicle fleet from weather extremes and provide for future office growth. Proposed cost: \$350,000.
- **GPS/AVL system for Route Match Software Purchase.** SWITA plans to purchase GPS system for Route Match vehicle GPS tracking. Proposed cost: \$200,000. Funding sources include \$25,000 through Iowa West Foundation; \$7,700 through RPA 13; \$17,375 through SWITA; and \$149,925 through IDOT rural ITS.

CONSENSUS

RPA 13 completed the PTDP with assistance from SWITA, RPA 18, and Mobility Action Plan (MAP) committee members. Consensus of the included projects was achieved by the RPA 13 Policy Board, RPA 18 Policy Board, SWITA, and the MAP committee.

ATTACHMENT A

**TRANSPORTATION PROVIDER
LOCATION MAP**

ATTACHMENT B

SWITA SERVICES MAP

ATTACHMENT C

PASSENGER TRANSPORTATION PROVIDER FACT SHEET, SWITA - REGION 13 (RPA 13 & 18)

ATTACHMENT D

MAP COMMITTEE MEMBERS

ATTACHMENT E

**SAMPLE HEALTH & HUMAN SERVICE
AGENCY SURVEY**

Please complete and return your survey by January 16, 2009 or as soon thereafter as possible to:

Southwest Iowa Planning Council
1501 SW 7th St.
Atlantic, IA, 50022
Fax 712-243-3458

Contact Information

Agency Name _____
 Agency Address _____
 City _____ State _____ Zip _____
 Contact Name _____ Title _____
 Phone _____ Email _____

Transportation Coordination Survey

1. Which best describes your type of agency/organization/business?
 A. Human Services Agency
 B. Medical Services
 C. Disabled Services
 D. Elderly Services
 E. Education System
 F. Other: _____

2. Do you provide transportation services?
 A. YES-continue with question 3
 B. NO- skip to question 8

3. How do you provide services?
 A. Your own vehicles
 B. Contract
 C. Lease Vehicles
 D. Other _____

4. If you provide transportation, how are the rides scheduled?
 A. Regularly Scheduled Route
 B. As needed
 C. Other: _____

If a regular route, what is your schedule? Complete below or attach a schedule if available.

Days	Times	Origination	Destination	Additional Info

5. If you own vehicles, are there usage restrictions?

- A. Yes
- B. No

If yes, what are the restrictions?

- A. Only our clients
- B. Only in our town
- C. Other _____

If no, would you be interested in transporting others on your regular routes/trips with or without a fee?

- A. Yes, with a fee
- B. Yes, either with or without a fee
- C. Yes, without a fee
- D. No

6. If you own transportation vehicles, how are they funded? Circle all that apply

- A. 100% by our company
- B. DHS assistance
- C. County assistance
- D. IDOT assistance
- E. Veterans Affairs assistance
- F. City assistance
- G. Other _____

7. Please Provide the following information about your vehicles.

<u>Type</u>	<u>Number</u>	<u>Condition</u>	<u># Seats</u>
Car	_____	_____	_____
Mini-van	_____	_____	_____
Light duty bus	_____	_____	_____
Other _____	_____	_____	_____
Other _____	_____	_____	_____

8. Would you be interested in contracting with a transit provider?

- A. Yes
- B. No

If yes, what is your need? Attach a schedule or additional sheets, if needed.

Days	Times	Origination	Destination	Additional info

9. What areas of transportation service coordination would be of interest to your agency?

Circle all that apply

- A. Joining a network of service providers
- B. Sharing vehicles with other agencies
- C. Cooperatively purchasing vehicles
- D. Contract to purchase services
- E. Centralized scheduling
- F. Pooling financial resources
- G. Shared routes
- H. Contract to provide services
- I. Joint driver training program
- J. Other: _____

10. Thinking of your agency or community, what transportation needs are not being met adequately? Please be as specific as you can. Please include any special needs or requirements your clients or passengers may have.

**Thank you for your time.
Your input is very important to this process**