



## Instructions and Application Type

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### Instructions

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#### **IMPORTANT – PLEASE READ BEFORE STARTING THE APPLICATION.**

This application is intended for one of the following project types:

1. Replacement vehicle(s): Acquire new rolling stock to replace existing rolling stock. “Rolling stock” describes a revenue service vehicle that is used to transport passengers (e.g., buses, vans, cars, gondolas, etc.). Support vehicles, such as staff vehicles, are classified as “Other Capital” and must be requested in an “Other Capital” application.
2. Expansion vehicle(s): Acquire rolling stock for revenue service fleet and/or service expansion.

You will need to fill out a separate application for each category listed above. For instance, if you wish to apply for a replacement vehicle and an expansion vehicle, you must complete two separate applications. If you plan to submit requests for multiple vehicle replacements, you may bundle those requests into one single replacement application.

Please contact **Jane Hickey** at **(303) 757-9237** or [jane.hickey@state.co.us](mailto:jane.hickey@state.co.us) with any questions about this application.

### Agency and Application Name

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Agency: [Seniors' Resource Center, Inc. \(SRC\)](#)

Application Name: APP-036964

### Agency Information and Capital Inventory Requirements

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**Before applying, applicants are required to update their COTRAMS Agency Information and Capital Inventory modules. In particular, FTA Title VI requires agencies to provide passenger information, including demographic information for their service area. For returning applicants, your inventory should already be up-to-date. New applicants and those whose inventory is not updated this year will need to provide updated inventory information in order to submit their application. You will not be allowed to submit an application without this information being current. Many questions in the application will contain answers pulled directly from the Agency Information and Capital Inventory modules. It is important to verify that all of your Agency Information and Capital Inventory details are correct so that the application is as accurate as possible.**

My COTRAMS Agency Information is correct and up-to-date.:

Yes

My COTRAMS Capital Inventory (all applicable inventories) is correct and up-to-date.:

Yes

## Application Type

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Please select the application type:  Expand existing fleet/service

## Applicant General Information

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The fields below are auto-populated from your COTRAMS Agency Information module. Please verify the information below is correct. If any of the information is incorrect, please exit the application and go to your COTRAMS Agency Information module to update or add information.

Agency Name: [Seniors' Resource Center, Inc. \(SRC\)](#)

DBA: SRC

### Agency Description:

Seniors' Resource Center (SRC) is dedicated to enhancing the independence, dignity, and quality of life for older adults in the Denver metro area and adjacent mountain communities. SRC believes older adults are a vital part of the community and provides an array of services that enable older adults to remain in their homes and thrive. Services such as transportation, in home care, and adult day programs provide life-enriching activities and support both older adults and their caregivers.

SRC has been providing direct services to older adults since 1978. Transportation is SRC's most requested service, with more than 146,000 no cost rides provided in 2018. SRC Transportation employs a unique brokerage service approach in both urban and mountain rural service areas that exceeds 2,600 square miles of coverage. With a blend of agency-owned, contractor-supplied (Adams county A-LIFT and RTD), and subcontract vendors, and three volunteer driver program models to deliver services, SRC provides approximately 70% of all rides using fleet vehicles and SRC drivers and brokers the remaining 30% of trips. SRC has three volunteer driver options: drivers using their own vehicles in both urban and rural areas, drivers using an agency owned vehicle, and a new contract with Cultivate/VetsGo, a Boulder-based nonprofit running a volunteer program of veterans using their own vehicles providing transportation for veterans. SRC has a network of five subcontract vendors serving metro county residents, and coordinates with Broomfield

Tax ID (FEIN): 84-0877538

County for a pilot volunteer driver project. SRC provides services in Clear Creek County including administration, operations, and support for the deviated fixed route Clear Creek "Prospector." For the past several years, SRC has collaborated with Clear Creek County to develop an LCC while expanding transit in Clear Creek and Gilpin counties. SRC is also under contract to run an RTD two-zone FlexRide in the nearby Evergreen area.

DUNS Number: 130865322

SAM Expiration Date: 12/11/2019

Fiscal Year End Date: 12/31

Cognizant Agency: N/A

Did you spend more than \$750,000 in Federal funds in the last fiscal year?: Yes

## Applicant Eligibility

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Please describe your agency entity type (e.g., private for-profit, private nonprofit, public, etc.):

Private Nonprofit

Please describe the type of transit service your agency operates in general (e.g., demand response, fixed-route, etc.) and also any transit service you plan to operate for this particular project (e.g., demand response, fixed-route, etc.):

SRC Transportation Services provides accessible, demand response transportation services to individuals age 60 and older and to adults with disabilities throughout the urban Denver metro service area. This is a fare-free system with the primary demographics showing an average rider to be 79 or older, on a low- or fixed-income. SRC requests a three- to seven-day advance notice for rides to allow for efficient vehicle schedules. Whenever possible, shorter notice requests are slotted in or fulfilled by SRC's volunteer platform. When SRC's transportations services are operating at maximum capacity, riders have an option to add their name to a waitlist.

All SRC Transportation Services providers offer door-to-door and door-through-door service, a highly valued service for riders with extra needs, visual impairments, or mobility issues. Each driver and vehicle used, whether owned by the agency, subcontractor, or volunteer, is fully vetted prior to client contact. This mobility management through direct service helps control costs and expands the agency's ability to provide trips. SRC's dispatch and intake center is staffed with full-time, trained, highly experienced employees who handle a high volume of more than 400 calls daily from riders. Half of the call center staff are bilingual in English and Spanish and have a tenure of five or more years. Operations staff, including staff responsible for dispatch and scheduling, have an average tenure of four years, with oversight by an Operations Manager who has been with SRC for 12 years.

Call in hours are Monday–Friday from 8 AM to 4 PM; dispatch hours from are Monday–Friday from 7 AM to 5 PM. During the evening prior to a trip, all riders receive an automated reminder notification through SRC's scheduling software with details about the expected times for the requested trip. The service area is the urbanized portion of the Denver metro area comprising Adams, Arapahoe, Broomfield, Denver, and Jefferson counties. Additionally, SRC has received funding to pilot a collaborative project within Aurora that uses Lyft under a concierge model to focus on personal trips.

# Project Information Part 1

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## Contact Information

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Please enter information below for the Local Agency Project Manager for this request--someone who can be called for additional information, if needed.

Name: Hank Braaksma Title: Director of Transportation Services  
Email: [hbraaksma@srcaing.org](mailto:hbraaksma@srcaing.org) Work Phone Number: (303) 235-6970  
Cell Phone Number: (303) 917-6692

Please enter information below for an Alternative Local Agency Project Manager.

Name: Denise Stadiotto Title: Operations Coordinator II  
Email: [dstradiotto@srcaing.org](mailto:dstradiotto@srcaing.org) Work Phone Number: (303) 991-5810  
Cell Phone Number: (303) 565-9294

## Project Details

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Please answer the following questions about the project for which you are seeking funding.

Project Title (e.g., City of Mapleville 3 Bus Replacements.):

Five Expansion Vehicles for Seniors' Resource Cent

Brief Project Description. Because there are varying boundaries by funding source in this joint call for projects, it is important that you describe here the specific service area(s) for each of the vehicles listed in the table that follows in Project Information Part 2, specifying counties, rural, and urban areas (e.g., Vehicle 1 would primarily serve the rural portion of Adams County, but also would serve the urbanized portions of the County):

SRC seeks funding through this opportunity to purchase five expansion vehicles to increase the overall capacity of its fleet, while increasing the number of trips provided in both volume and type. Four of the new vehicles will be used to increase capacity for rides by a conservative estimate of 13,100 trips annually. The fifth vehicle under this expansion will be utilized by the SRC program to transport adults with intellectual and development disabilities (IDD) through the agency's Starr Center located in Jefferson County. This vehicle purchase will allow the Starr Center to provide community connections for the local IDD population through transportation.

- Vehicles 1-4 will serve older adults living in the urbanized areas of the five-county Denver metro area.
- Vehicle 5 will serve adults with disabilities living in urbanized Jefferson County.

Agency Service Area (select all counties that apply):

Adams; Arapahoe; Broomfield; Denver; Jefferson

Will the vehicle(s) be operated directly by your agency or will any be leased to an outside operator/contractor?:

(a) All operated directly by our agency

## Project Information Part 2

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### Vehicle Purchase Details

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Using the table below, input data about each vehicle you are requesting for purchase (even if you are requesting more than one identical vehicle, they must be entered individually). For "Vehicle Type" please indicate van, minivan, body on chassis, coach, etc. For "Seating Capacity" please indicate the number of ambulatory seats. For "How Did You Arrive At Purchase Price?" indicate whether, for example, it's from a CDOT price agreement, a piggyback, past experience, vendor estimate, etc. For "Fuel Type" indicate gas, diesel, CNG, propane, hybrid, or electric.

To begin entering data, press the "New" button and repeat for each additional vehicle.

Vehicle Type	Approximate Size (In Feet)	Seating Capacity	Total Cost	How Did You Arrive at Purchase Price?	ADA Compliant	Fuel Type
VN Van	25	10	\$65,465	CDOT Price Agreement	Yes	Gasoline
VN Van	25	10	\$65,465	CDOT Price Agreement	Yes	Gasoline
VN Van	25	10	\$65,465	CDOT Price Agreement	Yes	Gasoline
VN Van	25	10	\$65,465	CDOT Price Agreement	Yes	Gasoline
CU Cutaway	25	14	\$88,076	CDOT Price Agreement	Yes	Gasoline

Click to Update Total(s):

Updated:

Total Cost:

\$349,936

## Project Information Part 3

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If you are requesting to purchase a cutaway bus, a full-size ADA van, or an ADA minivan, CDOT strongly

encourages you to purchase the vehicle(s) using the price agreement negotiated by CDOT. Refer to CDOT's new [price agreements](#) for guidance in estimating the purchase cost of the vehicle(s). If you intend to purchase a vehicle from the CDOT price agreement, identify each vehicle and its options using the pre-order spreadsheet from RAE Consultants, and upload the spreadsheet for each vehicle in the Attachments section of this application.

If you are requesting to purchase a cutaway bus, a full-size ADA van, or an ADA minivan, and you do not intend to purchase the vehicle(s) using the price agreements negotiated by CDOT, please provide a detailed justification for that decision. Please note that not using the price agreement will require a very onerous procurement process that involves significant oversight by CDOT staff that will likely extend the acquisition process.:

N/A - SRC intends to use the price agreements negotiated by CDOT.

**CDOT only awards funds for the purchase of vehicles that meet minimum ADA requirements due to limited funding and its commitment to accessibility.**

**Only those transit vehicle manufacturers that are listed on FTA's [Eligible TVMs list](#), or that have submitted a DBE goal methodology to FTA that has been approved, or has not been disapproved, at the time of solicitation are eligible to bid.**

If you select a vendor for a vehicle outside of the CDOT price agreement or from a piggyback arrangement, explain the basis for your cost estimate below (e.g., based on a recent purchase of the same bus type, based on another cooperative agreement, etc.):

N/A - SRC intends to use the price agreements negotiated by CDOT.

## Project Criteria

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**Responses to these questions will be evaluated, in part, based on the evidence or supporting documentation provided with the application. Such documentation should be uploaded in the Attachments section.**

### Demonstration of Need

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Describe how the expansion vehicle(s) requested will address an unmet need, improve the safety and operation of the transit system, improve the connectivity of the transit system, or address some other need.:

Transportation consistently ranks as the top or second-highest priority for older adults throughout the Denver metro area. Twenty-seven percent (27%) of older adults residing in the region have indicated a least a minor challenge with finding and using safe and affordable transportation (DRCOG, 2017). SRC is experiencing an increase in demand for transportation services due to growth in the older adult population. According to the state demography office, Colorado's population of individuals age 60 and older is projected to double to nearly 1.1 million residents by 2040. As more residents choose to remain in their own homes and age in place, expanded transportation services will be needed to serve them. SRC receives more than 400

requests for rides daily, and regrettably must turn away as many as 150 ride requests each month due to capacity limitations. The requested expansion vehicles will increase access to transportation and enable SRC to provide more trips annually.

## Business Case

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Describe the additional costs you've identified that are associated with expanding your fleet (e.g., operating and maintenance costs). Please discuss anticipated costs and revenues and long-term sustainability.:

The expansion of SRC's fleet to address unmet needs will require additional operational funding. SRC will hire and train five additional FTE drivers to operate the vehicles and provide expanded services. SRC also anticipates increased costs for call center and dispatch support to accommodate expanded services. Funding necessary for the operation and maintenance of the expansion fleet will also be requested under this CDOT/DRCOG joint call for FTA-5310 Operating Funds. The blending of 5310, HST, OAA, contracts, HCBS waiver, and local dollars allows for trip commingling and effective and efficient vehicle use. SRC has a long history of tracking vehicle maintenance costs. Maintenance service and repairs, such as tire and brake replacement, become part of the annual per vehicle budgeted operational costs. The new vehicles' lifespans will exceed this four year funding opportunity. SRC will find other funding sources if needed.

## Demonstration of Benefits

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Describe how the proposed project will improve the condition of the transit system, improve the reliability of transit service for its riders, and/or enhance access and mobility within the service area (i.e., will more hours of service be provided, will it expand services to a larger geographic area, how many more trips will be provided?).:

The current fleet size requires SRC to replace an average of seven vehicles annually, most often through CDOT 5310/5311 capital funding to keep a reliable fleet on the road. SRC uses a transit asset management plan in line with CDOT/FTA guidelines to keep current vehicles from becoming unsafe or having high maintenance costs. Adding new vehicles under this request will address unmet needs that are well documented through monthly reports to DRCOG and required annual client surveys. The addition of expansion vehicles directly impacts SRC's ability to expand service hours, whether under its current Monday through Friday model or potentially expanding to include evening or weekend service. As previously mentioned, the five expansion vehicles will enhance access to transportation and mobility by providing an estimated 13,000 more trips annually.

## Project Implementation Plan

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Describe the extent to which the project is ready to implement within a reasonable time period. Please indicate the project start and end dates, and include major milestones, such as the anticipated deadlines for the release of the purchase order, submission of the Procurement Concurrence Request (PCR) in COTRAMS, taking delivery, etc.:

If awarded, implementation is contingent on final contracts and vehicle delivery, with a potential start date of mid-2020. If awarded, and in anticipation of vehicle delivery, SRC will recruit and train drivers. SRC will follow all CDOT processes and ensure all info in COTRAMS remains as accurate as possible.

# Project Funding

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Do you have a funding source preference for your vehicle replacement request(s)?:

No, leave to the discretion of CDOT

## Funding Request Breakdown for Expansion Vehicle(s)

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**Below is a funding request breakdown for each expansion vehicle you requested in Project Information Part 2. Federal or state funds may be used to fund up to 80% of the project costs. All awards require a minimum local match of 20% of the project costs. The local match must be in cash, not an in-kind donation, available now, and promptly paid at the time of delivery and acceptance.**

Vehicle Type	Federal/State Share (Up to 80%)	Local Share (Min of 20%)
VN Van	\$52,372	\$13,093
VN Van	\$52,372	\$13,093
VN Van	\$52,372	\$13,093
VN Van	\$52,372	\$13,093
CU Cutaway	\$70,461	\$17,615

Total Federal/State Share:      \$279,949                      Total Local Share:      \$69,987  
Total Vehicle Costs:      \$349,936

# Local Match and Additional Funding

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## Matching Funds Information

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**Please identify the source(s), amount(s), and status(es) of local matching funds for this project (i.e., whether such funds are currently available for the project or will need to be secured if the project is selected for funding).**

Source	Amount	Status
HST-FASTER Funds	\$50,000	Requested as part of this application
DRCOG	\$14,991	Awarded for 2020.
Local Municipalities	\$4,996	Budgeted/Expected

## Additional Funding Assistance

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Do you need additional financial assistance to cover your local share? If so, you may be eligible for a second, FASTER award to cover up to 80% of the local share of an FTA award. This option is only available at the discretion of CDOT and DRCOG, and is reserved for worthy projects that might not proceed without additional financial assistance. If you receive this second award, CDOT will work with you at a later time to adjust your local match.:

Yes

If yes, please provide justification for this request (e.g., the loss of a major funding source, significant reduction in tax revenues, etc.):

Jefferson County has informed SRC that it will reduce the amount of funds it awards SRC for services during the next award year. SRC typically uses Jefferson County funds for local match dollars. SRC requests additional financial assistance to offset the local match.

## Attachments

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Please upload any documents that support or are required for any responses above. These documents include, but are not limited to, photographs, vehicle maintenance records, proof of local match, preventive maintenance plans, project implementation plans, etc. If you would like to provide other relevant and pertinent information or comments in support of your application for funding, please upload that information here.:

## Certify and Submit Application

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Signature

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Karen Som

**Before submitting the application, please make sure you have completed all of the required fields and have entered all of the information as accurately as possible. If you need to submit an additional application, please contact DTR to have another application released in COTRAMS.**

**If you do not see a "Submit" button, it is because you did not answer "Yes" to the questions in the Instructions and Application Type section confirming your Agency Information and Capital Inventory modules are correct and up-to-date. Please ensure your Agency Information and Capital Inventory are updated in COTRAMS, and then select "Yes" to the questions "My COTRAMS Agency Information is correct and up-to-date" and "My COTRAMS Capital Inventory (all applicable inventories) is correct and up-to-date".**

**You will receive an email once your application has been submitted. If you do not receive an email, please contact Jane Hickey at (303) 757-9237 or [jane.hickey@state.co.us](mailto:jane.hickey@state.co.us).**

