

# Kansas Department of Transportation

Office of Public Transit

KDOT RURAL TRANSIT SESSION



2014 KPTA ANNUAL MEETING

# KDOT Public Transportation Staff

**Kelly Broxterman**

Public Service Administrator

**Stacey Cowan**

Program Consultant

**Cory Davis**

Public Transit

Planner

**Scott Lein**

Program Consultant

**Josh Powers**

Public Transportation Manager

**Connie Spencer**

Program Consultant

# AGENDA

- \* **Policy updates** (Connie, Josh, Scott)
- \* **Drug and alcohol** (Scott)
- \* **Grant Applications** (Josh)
- \* **Travel Form** (Josh)
- \* **Vehicle specifications** (Kelly)
- \* **Regionalization Efforts** (Josh)

# Policy Updates

## \* Advertising (Page 7):

Proof of advertising for the 5311 program is required to be **submitted to KDOT in the annual grant application**, (due in November each year). Additional proof is also required to be submitted to the KDOT Program Consultant for your CTD area by **May 15th** of each year. Proof of advertising includes a copy of the ad or ads ran and a tear sheet or copy of the bill confirming publication. If a provider runs the same ad in several different newspapers they only need to send in one copy of the ad with proof of publication. Proof of advertising is also confirmed during the on-site review.

# Policy Updates

## \* Applications (Page 15)

Proof of RTAP Drivers or Manager's Training, "Train the Trainer" or the CTAA/P.A.S.S. training is required and will be verified by KDOT staff when the annual grant application is submitted. KDOT will provide a blank training log in the application for each sub-recipient to use to document the training requirement has been met. Training is also verified when the triennial on-site review is completed.

# Policy Updates

## \* Fiscal (Page 17)

U.S.C. 49-5310, U.S.C. 49-5311, U.S.C. 49-5311(f), U.S.C. 49-5316 & U.S.C. 49-5317 applicants are required to submit an electronic copy of their annual audit at the time of completion.

# Policy Updates

## \* Transit Service Policies (Page 36)

Sub-recipients must notify KDOT in advance of any proposed service change. This includes but is not limited to, fares, schedules, service hours, service routes or any other policy change. Once KDOT has approved the proposed change the sub-recipient must advertise the change in the local media 30 days prior to making the change. The notification must also be distributed to all passengers.

# Policy Updates

## \* 49 CFR Parts 37 & 38: Transportation for Individuals

### Americans with Disabilities Act: DOT ADA Final Rule

The *operational role* of the “common wheelchair” has been removed.

The **DOT definition of a wheel chair** with regard to provide transportation service is:

“A wheel chair is a mobility aid belonging to any class of three or more wheeled devices, used indoors, designed or modified for and used by individuals with mobility impairments, whether operated manually or powered.”



# Policy Updates

## \* 49 CFR Parts 37 & 38: Transportation for Individuals

### Americans with Disabilities Act: DOT ADA Final Rule

Transit providers must carry a wheelchair and occupant if the lift and vehicle can physically accommodate them, unless doing so is inconsistent with legitimate safety requirements.

“Legitimate safety requirements” includes such circumstances as a wheelchair of such size that it would block an aisle, or would interfere with the safe evacuation of passengers in an emergency.

\*This **does not** apply to securement; a transit provider **cannot** limit transportation of wheelchairs and other mobility aids based on the inability of the securement system to secure the device. “Legitimate safety requirements” **must be** based on actual risks, **not** on mere speculation, stereotypes, or generalizations about individuals with disabilities or about the devices they use for mobility purposes.

# Policy Updates

## \* 49 CFR Parts 37 & 38: Transportation for Individuals

### Americans with Disabilities Act: DOT ADA Final Rule

#### “Direct Threat”

- The Rule adds “direct threat” to the definitions in 49 C.F.R. § 37.3.
- “Direct threat” is defined as “a significant risk to the health or safety of others that cannot be eliminated by a modification of policies, practices or procedures, cannot be presumed; there must be objective evidence.
- This definition focuses solely on whether an individual poses a significant threat to others; it does not include threats to self.

# Drug and Alcohol

## \* Updates to D&A Program:

### - NEW Policy & Procedures Manual:

- Updated Drug & Alcohol Policy
- “Employee Affirmation of Drug & Alcohol Testing Policy”
- Contact Info for SAPs
- “Tab 4” Updates
- New Employee Checklist
- Updated “Drug & Alcohol Testing Program Participation Verification and Release” Form
- FTA disallowing alternates

# Grant Applications

## \* ADMIN \$\$\$:

Beginning this app cycle, 5311 applicants will be required to submit a budget for administration funding.

The “10%” rule is going away.



# Vehicle Specifications

## \* Changes for ALL Vehicle Types:

- 45 days for payment
- Update warranty to clarify that vendors are responsible for coordinating all repairs with sub-systems (AC, tires, etc) while under warranty
- 3 keys per vehicle
- Minor changes to language used throughout the specs based on vendor's suggestions

# Vehicle Specifications

## \* Cutaways

- Mirrors – updated language regarding how they are installed to make them more secure
- CNG – did not proceed with this. Will be considering in the future as more CNG stations open in Kansas
- Added grab handle on the rear of the vehicle to assist drivers



# Vehicle Specifications

## \* Minivans

- Waiver NOT granted! Unable to procure due to **Buy America Requirements.**

(sorry)



# Vehicle Specifications

## \* Ramp Accessible Minivans

- Reverse Sensing System – added back-up camera
- Grab handle on the driver's side is not possible (airbags)
- Added Running Boards on both sides except ramp location
- Added Coating on ramp
- Deleted electric ramp and sliding door options (too many repairs)

# Vehicle Specifications

## \* Possible New Vehicle?



# Regional Coordination

## LAST ROUND of Meetings!

September 10, 2014

**Hutchinson** (9:00 AM – 11:00 AM), **Garden City** (2:00 PM – 4:00 PM)

September 11, 2014

**Hays** (9:00 AM – 11:00 AM), **Wichita** (2:00 PM – 4:00 PM)

September 16, 2014

**Salina** (9:00 AM – 11:00 AM), **Manhattan** (2:00 PM – 4:00 PM)

September 17, 2014

**Horton** (9:00 AM – 11:00 AM)

September 18, 2014

**Girard** (9:00 AM – 11:00 AM), **Emporia** (2:00 PM – 4:00 PM)



**Topics:** Regional strategy refinements, Cost Allocation, Timelines, Roles & Responsibilities, CTDs

# Discussion and Questions