



**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING AGENDA
Tuesday November 13, 2018, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL

4. CALL TO THE PUBLIC:

This item is to provide an opportunity for citizens wishing to address the Executive Board on issues within the jurisdiction of the LHMPO planning area that are not on the Agenda. Comments SHALL be limited to five (5) minutes or less.

5. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

5.1 Approve the Executive Board Meeting Minutes of March 13, 2018

5.2 Approve the Executive Board Meeting Minutes of April 3, 2018

5.3 Approve the Executive Board Meeting Minutes of June 12, 2018

5.4 Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 2:00 p.m., Monday, January 7, 2018

6. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

6.1 ADOT, City, County, RTAC Reports

6.2 LHMPO Director's Report
Vinny Gallegos, LHMPO Director

7. PUBLIC HEARINGS

- 7.1** Discussion and Possible Action to Accept the 2019-2020 WACOG Transportation Coordination Plan Annual Update
Vinny Gallegos, LHMPO Director
- 7.2** Discussion, Update, and Possible Action concerning Performance Targets
Vinny Gallegos, LHMPO Director
- 7.3** Discussion and Possible Action to Approve the Proposal and Scope of Work with Greenlight Traffic Engineering to update crash data and complete HSIP applications for Lake Havasu MPO and WACOG.
Vinny Gallegos, LHMPO Director
- 7.4** Discussion and Possible Action to Approve the Professional Services Agreement with Jacobs for the Transit Implementation Plan.
Vinny Gallegos, LHMPO Director
- 7.5** Discussion and Possible Action to Approve the 2019 Executive Board Schedule.
Vinny Gallegos, LHMPO Director
- 7.6** Discussion only: Update on SR 95 Projects
Vinny Gallegos, LHMPO Director
- 7.7** Discussion only: Update on the 20th AZ Rural Transportation Summit
Vinny Gallegos, LHMPO Director
- 7.8** Discussion and Possible Action to Hold Elections or Make Appointments of Chair, Vice-Chair and Secretary/ Treasurer

8. FUTURE AGENDA ITEMS

9. UPCOMING MEETING SCHEDULE

- State Transportation Board Meeting: **November 16, 2018 at 9:00 a.m., Wickenburg, AZ**
- LHMPO TAC Meeting: **December 18, 2018 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- State Transportation Board Meeting: **December 21, 2018 at 9:00 a.m., Clifton, AZ**
- Executive Board/TAC Retreat: **January 7, 2019, 10:00 p.m. – 2:00 p.m.** Location to be determined

10. ADJOURNMENT

Pursuant to the Americans with Disabilities Act (ADA), the Lake Havasu Metropolitan Planning Organization endeavors to ensure the accessibility of all of its programs, projects and services to all persons with disabilities. If you need an accommodation for this meeting, please contact the Lake Havasu MPO office at (928) 453-2823 at least 48 hours prior to the meeting so that accommodations may be arranged.

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Action to Approve the Consent Agenda

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Consent Agenda

ATTACHMENTS:

Executive Board Meeting minutes of March 13, 2018

SUMMARY/BACKGROUND:

Approve the minutes from the Executive Board meeting held March 13, 2018

ACTION OPTION:

Motion to approve the Consent Agenda

OR

Motion to approve the Consent Agenda, with the noted changes

RECOMMENDATION:

Motion to approve the Consent Agenda

Mark Nexsen - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu Police Facility
Meeting Room
2360 McCulloch Blvd, N
Lake Havasu City, AZ 86403

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday March 13, 2018, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Nexsen called the meeting to order at 2:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Nexsen led the Pledge of allegiance.

3. ROLL CALL

The roll call was performed by Jeanette Buckley

Present: Mark Nexsen, Buster Johnson, Donna McCoy, David Lane and participating telephonically Alvin Stump.

4. CALL TO THE PUBLIC:

There were no public comments.

5. CONSENT AGENDA

The following items will be considered as one item by the Executive Board and will be enacted with one motion with no separate discussion unless a board member requests to so, in that event the item will be removed.

5.1 Approve the Executive Board Meeting Minutes of January 9, 2018

5.2 Call for Executive Session Pursuant to A.R.S. § 38-431.03(A), 2:00 p.m., Tuesday, April 3, 2018

MOTION

Vice Chairman Johnson presented a motion to approve the Consent Agenda as presented. Motion was seconded by Member Lane.

VOTE ON MOTION

The vote on the motion was unanimous.

6. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

6.1 ADOT, City, County, RTAC Reports

Alvin Stump, Northwest District Engineer updated the Executive Board with following:

- Started the drainage project at El Dorado wash
- The new Arizona State Transportation Board Member for District 6 is Gary Knight

6.2 LHMPO Director's Report

Vinny Gallegos, MPO Director

- Update on 20th Rural Transportation Summit things are coming together
- Last year's sponsorship reached \$30,000 right now there is a commitment of \$21,000
- Ask Mayor Nexsen to change the name of the opening reception to the Mayor's Welcoming Reception

7. PUBLIC HEARINGS

7.1 Discussion and Possible Action to Hold Elections or Make Appointments of Chair, Vice-Chair and Secretary/ Treasurer

Chairman Nexsen opened up the Chairman position for nominations.

MOTION

Member Lane presented a motion to appoint Mark Nexsen for Chairman. Motion seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on motion was unanimous.

Chairman Nexsen opened up the Vice Chair position for nominations.

MOTION

Chairman Nexsen presented a motion to appoint Supervisor Johnson for Vice-Chair. Motion seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on motion was unanimous.

Chairman Nexsen opened up the Secretary/Treasurer position for nominations.

MOTION

Member Lane presented a motion to appoint Donna McCoy for Secretary Treasurer. Motion seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on motion was unanimous.

7.2 Discussion of LHMPO / WACOG Funding Exchanges

Vinny Gallegos explained to the Executive Board that prior to the Lake Havasu MPO in 2013 WACOG was taking their transportation funding and spreading it throughout the region. Lake Havasu City was the next in line for transportation projects and then the Lake Havasu MPO came into existence. There were two projects identified by WACOG for Lake Havasu City one being a widening project on Swanson and the other was a widening project for Lake Havasu Avenue. The agreements that took place in 2013 and 2014 with the Lake Havasu MPO and WACOG was that all the STBG funding would go to WACOG until FY2020 to program these projects. WACOG contributed \$982,000 to these projects. Now that the projects are moving forward, there have been cost overruns. WACOG covered the overrun of \$93,000 but the question was raised if WACOG is still covering the projects within the Lake Havasu MPO boundaries. WACOG has contributed over \$1 million dollars to the Lake Havasu MPO region above the MPO.

In Vinny Gallegos's research of the agreements between WACOG and Lake Havasu MPO in 2014 the Lake Havasu MPO transferred the first year of HSIP funding to WACOG since the MPO was not in a position to program the funds.

Lake Havasu MPO is looking at doing more regional projects to help the whole region. HSIP process has gone competitive and in going competitive, we need to be collecting crash data. Vinny Gallegos proposed that in being a good partner we could collect crash data for the Lake Havasu MPO and WACOG for the next five years. Crash data collection for WACOG for five years would be \$125,000. This is outside the Lake Havasu MPO boundary but this will help the region. Lake Havasu MPO is also looking at launching a countywide public service announcement campaign. This will address the dangers behind the wheel in regards to speeding, aggressive driving, impaired driving and distracted driving. The proposal is to cover all of Mohave County, when Vinny Gallegos was at CYMPO they did a countywide public service announcement campaign and was successful. The success came with working with the police department, and the jurisdictions. Vinny Gallegos would like to work with the Sheriff Department, Kingman Police Department, Bullhead Police Department and Lake Havasu City Police Department delivering a countywide message.

Lake Havasu City Police Department came and visited with us recently and discussed how aggressive and speeding is a challenge in the community. The Police Department was looking for speed feedback signs and we discussed this campaign.

Vinny Gallegos stated that with the two regional projects that brings down the million-dollar difference to \$380,000 between Lake Havasu MPO and WACOG. The end goal is not to get to zero in all the documentation they were not loans they were transfers. Vinny Gallegos asked Justin Hembree to come up and share how they have worked on this collaboration.

Justin Hembree explained that at the beginning of the creation of Lake Havasu MPO, it was Lake Havasu City's turn in the rotation for projects using the WACOG Transportation funding. Where the concern came was this year there was an overage of \$93,000 for the Lake Havasu Avenue project. Currently in the TIP FY19 the Swanson project is programmed for construction, recently every one of the WACOG projects has had overages. The concern came with the WACOG contingency fund is covering these overages and what if there are overages next year on the Swanson project. Justin Hembree stated that Vinny Gallegos has done a great job identifying projects that could be done regionally.

Vice Chair Johnson asked Vinny Gallegos why is the Public Service Campaign costing \$50,000. Vinny Gallegos responded that the cost is for the production of the video and the pushing out over the internet. The partnership that CYMPO had with Cable One they were able to target the exact demographic that they were looking for in that area. Cable One could target an age group, demographic and to whatever specific audience you wanted. Cable One provided CYMPO with data showing how the video was viewed. This helped CYMPO determine if the video was reaching the audience, they were looking for. Vice Chair Johnson asked who, is he purchasing the videos from? Vinny Gallegos stated that the details are still being worked out what he is asking for today is to have the money set aside for the campaign.

Vice Chairman stated that it seems like we are accepting of these projects going over budget. Vinny Gallegos advised the Executive Board that in the RTAC meeting and Supervisor Tom Thurman from Yavapai County asked for a breakout session at the Rural Transportation Summit. This is an ongoing problem for everyone and we need to hear from ADOT and others why there are constant overruns.

Chairman Nexsen want to clarification that this overage was not on a contract for Lake Havasu Avenue. This overage amount was on the estimated budget were not on a construction overruns on Lake Havasu Avenue was a contract. Vinny Gallegos ask Justin Hembree to address the Executive Board on this question.

Justin Hembree, WACOG Transportation Planner, advised the Executive Board it was the cost estimate are being done and then it is taking three years before the project is started and at that time ADOT will call the agency and the material costs have gone up or the mobilization cost have risen. The problems are it is hard for engineers to forecast costs five years in the future. Chairman Nexsen wanted to clarify for Vice Chair Johnson that it is not a signed contract that is going over budget but bids for projects are higher than the project estimates.

Jeremy Abbott advised the Executive Board from Lake Havasu City and WACOG's perspective some of the things that they are trying to do to keep in line with costs is they are working closely with ADOT and the costs to make sure that the projects are not over the estimated budget.

7.3 Discussion of Draft 2019 Unified Planning Work Program (UPWP)

Vinny Gallegos acknowledged Ed Stilling and Romare Truely from Federal Highways Administration (FHWA) prior to this meeting led the Federal Highway review of the Unified Planning Work Program (UPWP). The draft UPWP been reviewed by the Technical Advisory Committee. The timeline for the FY2019 UPWP is to have the Executive Board adopt at the next meeting. The FY19 Unified Planning Work Program is the narrative and budget as to what the MPO does. Vinny Gallegos introduced Romare Truely from FHWA to update the Executive Board on the UPWP.

Romare Truely advised the Executive Board that every year FHWA Arizona Office travels to the MPO's around the state to conduct a Work Program review. Lake Havasu MPO was the first stop for Fiscal Year 2019 Work Program round. Essentially, they go around making sure the Work Program meets Federal Standards there are a number of elements that Work Programs must meet. Today they reviewed the Draft LHMPO Unified Planning Work Program and it seem to check out well. Romare Truely advised the Executive Board that Vinny Gallegos did a very good job for his first year as Director. The end of May is when Federal Highways takes formal action to approve the Unified Planning Work Program. The Unified Planning Work Program is in effect for a year.

Vinny Gallegos indicated to the Executive Board at the review they went thru the Work Program page by page. There were a few changes suggested by Federal Highways that will be implemented one of the changes was regarding performance measures. Vinny Gallegos asked the Executive Board if they had any questions.

Chairman Nexsen questioned if the Draft Unified Planning Work Program that they need to review and approve on April 3rd or do they have to wait until the changes are done. Vinny Gallegos directed the Executive Board to review the Draft Unified Planning Work Program they have the only change that will need to be added is the Safety/Performance Measure section. The TAC will be submitting final recommendations on the March 20th TAC meeting. Vinny Gallegos will bring back the Draft with recommendations and changes at the April 3, 2018 meeting for the Executive Board to adopt.

Member Lane asked if the TAC has approved the Unified Planning Work Program. Vinny Gallegos responded that the TAC has review the UPWP but they have not approved it yet. Member Lane would like to review the UPWP after the TAC approves. Vinny Gallegos referred to the TAC Chairman Jeremy Abbott to address the Executive Board.

Jeremy Abbott indicated that they have reviewed the UPWP and made recommendations and they are reflected in the Draft UPWP.

7.4 Discussion of SR95 / Kiowa HSIP Project

Vinny Gallegos updated the Executive Board that the SR95/Kiowa project is moving forward. The project includes the three right turn lanes, raised median, and some additional improvements. ADOT is replacing the existing traffic signal and not adding a traffic signal. Lake Havasu MPO has committed a little under \$2,000,000, ADOT has contributed \$70,000. Alvin Stump, Northwest District Engineer has put in for a minor project for the second phase this includes the new traffic signal. Lake Havasu City has committed \$50,000 towards the second phase of the project. Lake Havasu MPO is looking at making fiscal commitment also in the second phase. The goal is to get the new traffic signal for the third driveway.

Alvin Stump, ADOT Northwest District Engineer advised the Executive Board that the Minor Project application has been submitted and should he should have the results in the next couple of weeks.

Chairman Nexsen indicated that Lake Havasu City has sent a letter to commit the \$50,000 to the project.

Chairman Nexsen advised the Executive Board that the ADOT Deputy State Engineer was in a meeting with City Staff and Vinny Gallegos regarding the second phase of the project. The Deputy State Engineer let Lake Havasu City know that they would be in a better position if there were a fiscal commitment toward the project.

7.5 Discussion and Possible Action regarding \$311,000 HSIP Funding

Vinny Gallegos advised the Executive Board there are un-programmed HSIP funds that need to be programmed. This item has already gone to the TAC for their review and recommendation. The \$311,000 comes from two places that one was a HSIP loan to WACOG in 2015 and the other is leftover obligation authority from the last two years. This is Highway Safety Improvement funds the funding is restrictive in what we can program them for.

Vinny Gallegos talked to ADOT Finance about swap the HSIP funds to STBG funds that are Surface Transportation Block Grant (STBG) funds. The STBG funding can be used for more activities in particular construction projects.

Vinny Gallegos indicated that the Lake Havasu MPO would like to put \$50,000 of this funding towards the Regional Mohave Countywide Public Safety Ad (PSA) campaign and the remainder \$261,268 towards the minor project.

Vinny Gallegos explained that he would be using the template that CYMPO used for their PSA. The Public Safety Ad (PSA) Campaign would run 12 months this campaign would target the audience and specific safety concerns in each area.

Vice Chairman Johnson asked what were the results from CYMPO's PSA. Vinny Gallegos responded that with safety performance measures, it would take time to see the results. CYMPO focus was on distracted driving, this is hard to measure since distracted driving is not always documented. Vinny Gallegos wants to collaborate with law enforcement to determine the focus on the campaign.

Chairman Nexsen stated that the motion is for swapping HSIP funds for STBG funding which would then let the Lake Havasu MPO put the funding towards the PSA campaign and towards the second phase of the SR95/Kiowa project.

MOTION

Member Lane presented a motion to approve swapping HSIP funding for STBG funding and allocation \$261,268 for the SR95/Kiowa project and \$50,000 towards a regional PSA Campaign. Motion seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on motion was unanimous.

7.6 Discussion and Possible Action regarding FY15/16 HSIP Phase III/IV Sign Project totaling \$297,460

Vinny Gallegos advised the Executive Board that there was a HSIP Sign Project the project was ready to go but with ADOT staff changes the project was not made aware to Lake Havasu City. The TAC decided they wanted to cancel the sign project and swap the HSIP to STBG funds. The TAC decided that \$297,460 funds towards the Lake Havasu Avenue and Swanson projects. ADOT finance will not let us swap the funds without programming them.

Mark Clark expressed that ADOT wanted a location to put this funding. The Lake Havasu Avenue and Swanson project is a good placeholder for the funding in case the projects have overruns. If these projects come in at budget then the TAC can explore other opportunities for another project.

Chairman Nexsen asked how long the funding would be in the placeholder for these two projects. Jeremy Abbott indicated that would be November or December of this year, by that time ADOT will have advertised the Swanson Avenue project.

MOTION

Member Lane presented a motion to approve swapping HSIP funds for STBG funding and place \$148,730 to the Lake Havasu Avenue project and \$148,730 towards the Swanson Avenue project. Motion seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on motion was unanimous.

8. FUTURE AGENDA ITEMS

No Future Agenda items were given.

9. UPCOMING MEETING SCHEDULE

- State Transportation Board Meeting: **March 16, 2018 at 9:00 a.m., Sahuarita, AZ**
- LHMPO TAC Meeting: **March 20, 2018 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- Executive Board Regular Meeting: **April 3, 2018 at 2:00 p.m.**, Lake Havasu City Police Facility Meeting Room, 2360 McCulloch Boulevard N, Lake Havasu City, AZ 86403

10. ADJOURNMENT

Motion to adjourn was presented by Member Lane seconded by Secretary/Treasurer McCoy.
Vote on Motion was unanimous. Meeting adjourned at 2:52 p.m.

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Action to Approve the Consent Agenda

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Consent Agenda

ATTACHMENTS:

Executive Board Meeting minutes of April 3, 2018

SUMMARY/BACKGROUND:

Approve the minutes from the Executive Board meeting held April 3, 2018

ACTION OPTION:

Motion to approve the Consent Agenda

OR

Motion to approve the Consent Agenda, with the noted changes

RECOMMENDATION:

Motion to approve the Consent Agenda

Mark Nexsen - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu Police Facility
Meeting Room
2360 McCulloch Blvd, N
Lake Havasu City, AZ 86403

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday April 3, 2018, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Nexsen called the meeting to order at 2:00 p.m.

2. PLEDGE OF ALLEGIANCE

Chairman Nexsen led the Pledge of Allegiance.

3. ROLL CALL

The roll call was performed by Jeanette Buckley.

Present: Mark Nexsen, Buster Johnson, Donna McCoy, David Lane and participating telephonically Alvin Stump.

4. CALL TO THE PUBLIC:

There were no public comments.

5. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

5.1 ADOT, City, County, RTAC Reports

No agency reports given.

5.2 LHMPO Director's Report

Vinny Gallegos presented LHMPO updates:

- Bicycle Pedestrian Implementation Plan Public Meeting is April 18, 2018 at 5:30 p.m. at Quality Inn

6. PUBLIC HEARINGS

6.1 Discussion and Possible Action to Adopt the FY2019 Unified Planning Work Program (UPWP) and Planning Budget

Vinny Gallegos informed the Executive Board that the TAC has reviewed the Unified Planning Work Program and endorsed it on March 20, 2018. Federal Highways Administration reviewed the Unified Work Program on March 13, 2018. Vinny Gallegos highlighted the following items:

- Page 4 the MPO celebrated its 5 year anniversary
- Page 9 Deanna Beaver has retired and Gary Knight has been appointed, Alvin Stump is the Board appointee
- The only change to the TAC Committee is Jeremy Abbot is the Chair
- Pages 11 and 12 are the narrative for the different funding sources the MPO receives

- Page 13 is the Budget Summary Table showing all the new year funding and carry forwards for 2018
- 5305E is a transit grant that is going to be used for the Transit Implementation Plan
- Page 14 shows the breakdown of FY19 LHMPO Operating Costs by Tasks
- Page 15 has the match for Lake Havasu City and Mohave County most of this dollar amount is met with in-kind match
- Transition to Performance based Planning and Programming for the performance measures
- Page 19 under Data Collection shows the partnership with WACOG to collect crash data for both regions
- Page 20 the Regional Transportation Plan will be updated next year
- Page 24 shows the Public Service Announcement Campaign the name has been changed to Regional Safety Education Campaign
- Need to add a paragraph on 23CFR Part 450.141(h) on page 26 under Public Transportation Coordination to show the coordination with the Public Transit providers as requested by ADOT

MOTION

Vice Chairman Johnson presented a motion to adopt the FY19 Unified Planning Work Program with additional transit language. Motion was seconded by Member Lane.

VOTE ON MOTION

The vote on motion was unanimous.

- *6.2** Discussion and Possible Action to Approve Joint Project Agreement Amendment No. 1 between the State of Arizona and Lake Havasu MPO
Vinny Gallegos updated the Executive Board that this is an Amendment for ADOT to the original JPA that was already approved by the Executive Board. The amendment includes improved language for Title VI, Disadvantaged Business Enterprise, and the billing process. These are requirements for the MPO's.

MOTION

Vice Chairman Johnson presented a motion to approve the JPA #GRT-17-0006569-T Amendment One and authorize the Chairman to sign. Motion was seconded by Secretary/Treasurer McCoy.

VOTE ON MOTION

The vote on motion was unanimous.

7. FUTURE AGENDA ITEMS

No Future Agenda items were given.

8. UPCOMING MEETING SCHEDULE

- State Transportation Board Meeting: **April 20, 2018 at 9:00 a.m., Flagstaff, AZ**
- LHMPO TAC Meeting: **May 20, 2018 at 1:30 p.m.,** 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404
- Executive Board Regular Meeting: **June 12, 2018 at 2:00 p.m.,** Lake Havasu City Police Facility Meeting Room, 2360 McCulloch Boulevard N, Lake Havasu City, AZ 86403

10. ADJOURNMENT

Motion to adjourn was presented by Member Lane seconded by Secretary/Treasurer McCoy.

Vote on motion was unanimous. Meeting adjourned at 2:29 p.m.

DRAFT

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Action to Approve the Consent Agenda

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Consent Agenda

ATTACHMENTS:

Executive Board Meeting minutes of June 12, 2018

SUMMARY/BACKGROUND:

Approve the minutes from the Executive Board meeting held June 12, 2018

ACTION OPTION:

Motion to approve the Consent Agenda

OR

Motion to approve the Consent Agenda, with the noted changes

RECOMMENDATION:

Motion to approve the Consent Agenda

Mark Nexsen - Chair
Buster Johnson – Vice Chairman
Donna McCoy – Secretary/Treasurer
David Lane – Board Member
Alvin Stump – Board Member



Lake Havasu Police Facility
Meeting Room
2360 McCulloch Blvd, N
Lake Havasu City, AZ 86403

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LAKE HAVASU MPO)
EXECUTIVE BOARD MEETING MINUTES
Tuesday June 12, 2018, 2:00 P.M.**

One or More Executive Board Members May Attend and Vote Telephonically

The Lake Havasu MPO Executive Board may vote to hold an Executive Session for the purposes of obtaining legal advice from the Attorney on any matter listed on the agenda under A.R.S §38-431.03(A)(3)

1. CALL TO ORDER

Chairman Nexsen called the meeting to order at 2:12 p.m.

2. PLEDGE OF ALLEGIANCE

Pledge of Allegiance was not performed at this meeting.

3. ROLL CALL

The roll call was performed by Jeanette Buckley

Present: Mark Nexsen, Buster Johnson, David Lane and Alvin Stump.

Absent: Donna McCoy

4. CALL TO THE PUBLIC:

There were no public comments.

5. ANNOUNCEMENTS, COMMUNICATIONS, UPDATE REPORTS

5.1 ADOT, City, County, RTAC Reports

Tricia Lewis, ADOT LPA Division

- Lake Havasu Widening Project
- Project has come over budget by \$218,000
- Lake Havasu MPO has the \$218,000 from a cancelled sign project
- IGA is in the process of being written with the new project figure
- Construction will be starting in the next couple of months

5.2 LAKE HAVASU MPO Director's Report

Vinny Gallegos, Lake Havasu MPO Director

- The Rural Transportation Summit registration is now open and website is live

6. PUBLIC HEARINGS

6.1 Discussion and Possible Action to Approve the Bicycle Pedestrian Implementation Plan

Vinny Gallegos, Lake Havasu MPO Director advised the Executive Board that the last Bicycle Pedestrian Plan was done 20 years ago. Vinny Gallegos turned it over to Mike

Blankenship, Greenlight Traffic Engineering to deliver the plan. Mike Blankenship informed the Executive Board that the main intention of the plan was to improve the safety for pedestrians and bicyclists in the region. In terms of projects, there is not a dedicated funding source for these projects. Mike Blankenship handed out a project list with 34 projects. The Bicycle Pedestrian Plan team came up with the Wheeler Park project. Mike Blankenship asked the Executive Board if they would leave the Wheeler Park project as low priority until park becomes a major destination or remove the project.

Member Lane asked to have the Wheeler Park project be removed from the plan. Special events have traffic control when there are events at Wheeler Park.

Mike Blankenship advised the Executive Board that the sidewalk projects are the missing segments ½-mile radius around schools as determined by Safe Routes to Schools.

Mike Blankenship indicated that in the plan a regional trail for hiking and mountain biking was identified. Originally, the stakeholders were looking at Old State Route 95 after having discussions with Bureau of Land Management they came up with a trail that runs with the exiting gas utility lines.

Mary Vanrooy addressed the Executive Board and showed appreciation for the MPO and Greenlight for all the work that went into this plan.

Vinny Gallegos advised the Executive Board that this is the draft plan that the TAC reviewed last Monday. The TAC has reviewed the final draft electronically; this includes all the changes that the TAC has requested.

Member Lane indicated that there was a lot of involvement from the Trails Advisory Committee.

Mark Clark expressed that with all the involvement that there was a suggestion that the plan should be reviewed every year involving the stakeholders. Lake Havasu City can be done internally and what can be possibly funded by grants or the MPO.

MOTION

Member Lane presented a motion to approve the Bicycle Pedestrian Implementation Plan with the removal of Wheeler Park from the plan. Motion was seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on motion was unanimous.

6.2 Discussion and Possible Action to Approve the Memorandum of Understanding (MOU) between Lake Havasu MPO and Arizona Department of Transportation for Performance Measure Target Setting and Data Sharing

Vinny Gallegos advised the Executive Board that there are Performance Measures associated with the Federal Transportation Bill. This shows how the dollars are being invested and what the return is on those dollars. The Performance Measures today are related to Public Transportation in the urbanized area. Lake Havasu City is not utilizing the 5307 funding at this time. Arizona Department of Transportation is for a Memorandum of Understanding of how Public Transportation will be addressed in the future drawing down the 5307 funding. These performance measures and Memorandum of Understanding are being required from all the MPO's. This Memorandum of Understanding (MOU) has been reviewed by the Attorney General and the City Attorney.

MOTION

Member Lane presented a motion to approve the Memorandum of Understanding (MOU) and authorize the Chairman to sign. Motion was seconded by Vice Chairman Johnson.

VOTE ON MOTION

The vote on motion was unanimous.

6.3 Discussion and Possible Action to Approve FY19-23 Transportation Improvement Program (TIP)

Vinny Gallegos informed this document shows where the transportation investments will be programmed until FY23. The narrative shows what type of funding. There was a sign project that has been cancelled the HSIP funding has been transferred to STBG funding which was put on Lake Havasu Avenue and Swanson widening projects in case of project overages. ADOT has let us know there are some savings on the SR95/Kiowa project of \$112,472. Vinny Gallegos asked the Executive Board to approve the savings of \$112,472 to be added to the Swanson project. Concerning the Traffic Light on SR95 by Staples, it is proposed that Lake Havasu MPO fund this signal to go forward with this project.

With the Lake Havasu MPO, providing the funding for this project that now FY20 is for design and FY21 will be construction. FY21 will be the first year that the Lake Havasu MPO will be receiving STBG funding.

Alvin Stump stated that they have done a project with Bullhead City just like this one. Alvin Stump can apply a minor project for the right hand turn lane that will still be needed to go with the signal. Alvin Stump would be open to collaborating on another project with Lake Havasu City and is open to discussion.

Chairman Nexsen responded that the understanding is that the Lake Havasu MPO will fund the Traffic Signal and in the future ADOT, Lake Havasu MPO and Lake Havasu City will find another project to collaborate with that ADOT will pay for. Alvin Stump responded that yes ADOT will consider what the Lake Havasu MPO is doing as a credit. If Alvin Stump reapplies for the project, it will be delayed another two years. Chairman

Nexsen asked what guarantees do we have that ADOT will be able to deliver another project in the future. Alvin Stump assured the Executive Board that the best he could do is a MOU for the project.

Member Lane has been following the accidents at this driveway and they are just increasing and it is a safety concern. Member Lane indicated that if the Lake Havasu MPO has the funding and ADOT will deliver another project in the future. Member Lane expressed concern if we do not follow through with the traffic signal then there is the safety factor of that driveway. We should take Alvin Stump at his word that ADOT would fund another project in the future.

Alvin Stump responded that he would like to do a project sooner than later.

Chairman Nexsen stated that the landscaping would be nice throughout the whole city but it is up to the Executive Board. David Lane agreed that it would be a great project to beautify the north side of the State Route. David Lane suggested taking out the natural vegetation and putting in rock by the multipurpose lane would be a sign of good faith.

Vinny Gallegos indicated that there is \$50,000 for the Safety Education Plan. In FY21, the STBG funding is starting to be programmed in the TIP the first year is for the construction of the traffic signal. Starting in FY22 and FY23 the TAC is recommending that 2 years of funding be committed to the Bicycle Pedestrian improvements. The HAWK has been moved from the parking lot to actual TIP for FY19 and FY20.

Chairman Nexsen asked if the plan is still out for public comment. Vinny Gallegos responded yes that it is still out for comments but as of this date, no comments have been provided. Vinny Gallegos suggested that when the Executive Board makes the motion make it contingent on there being no public comments. If any comments come in there will have to be a telephonic meeting to discuss the comments.

Vinny Gallegos advised the Executive Board that the second bridge has been moved to the long-term projects.

MOTION

Vice Chairman Johnson presented a motion to approve the FY19-23 Transportation Improvement Program (TIP) with the addition of \$112,472 added to the Swanson Project and contingent on not public comments being made. Motion was seconded by Member Lane.

VOTE ON MOTION

The vote on motion was unanimous.

6.4 Discussion and Possible Action to Approve the Title VI Plan

Vinny Gallegos advised the Executive Board that this is one of the documents that MPO's need to update yearly. The MPO had a visit from the Title VI division, there was only one suggestion, and that has been changed.

MOTION

Vice Chairman Johnson presented a motion to approve the Title VI Plan. Motion was seconded by Member Lane.

VOTE ON MOTION

Vote on motion was unanimous.

7. FUTURE AGENDA ITEMS

No Future Agenda items were given.

8. UPCOMING MEETING SCHEDULE

- State Transportation Board Meeting: **June 15, 2018 at 9:00 a.m., Globe, AZ**
- State Transportation Board Meeting: **July 20, 2018 at 9:00 a.m., Show Low, AZ**
- Executive Board Regular Meeting: **August 14, 2018 at 2:00 p.m.**, Lake Havasu City Police Facility Meeting Room, 2360 McCulloch Boulevard N, Lake Havasu City, AZ 86403
- LAKE HAVASU MPO TAC Meeting: **August 28, 2018 at 1:30 p.m.**, 900 London Bridge Rd, Bldg. B, Lake Havasu City, AZ 86404

10. ADJOURNMENT

Motion to adjourn was presented by Member Lane seconded by Vice Chairman Johnson. Vote on the motion was unanimous. Meeting adjourned at 3:08 p.m.

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion and Possible Action to Accept The 2019-2020 WACOG Transportation Coordination Plan

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Public Hearing

ATTACHMENTS:

2019-2020 WACOG Transportation Coordination Plan Update

SUMMARY/BACKGROUND:

Annually a Transportation Coordination Plan is developed and / or updated then approved by WACOG & LHMPO and forwarded to ADOT. WACOG develops and updates the document which is inclusive of the LHMPO Region. Human Service Providers are required to attend the Coordination meetings as well as providing what FTA Section 5310 funding they will need for the upcoming fiscal year. In the LHMPO Region, there are three providers: Havasu Mobility, New Horizons and Milemarkers Therapy.

The TAC is recommending the Executive Board accept.

ACTION OPTION:

Motion to accept the 2019-2020 WACOG Transportation Coordination Plan Update

OR

Motion to accept the 2019-2020 WACOG Transportation Coordination Plan Update with noted changes

RECOMMENDATION:

Motion to accept the 2019-2020 WACOG Transportation Coordination Plan Update



Transportation Planning Department



Western Arizona Regional
2016-2021
Transportation Coordination Plan
2019 & 2020 Annual Update Draft

Serving Region IV
La Paz, Mohave Counties &
Lake Havasu Metropolitan Planning
Organization

WACOG
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Kingman, AZ 86401
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LHMPO
900 London Bridge Rd
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“This report was funded in part through grant[s] from the Federal Highway Administration and/or Federal Transit Administration, U.S. Department of Transportation. The contents of this report reflect the views and opinions of the author(s) who is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily state or reflect the official views or policies of the U.S. Department of Transportation, the Arizona Department of Transportation, or any other State or Federal Agency. This report does not constitute a standard, specification or regulation”.

1. Introduction

Transportation is an important part of our lives that keep us connected to our families and friends, employment, health care, education, shopping, recreation, community services, and many other services and activities outside of our homes. These connections are generally called “mobility” and “accessibility.” Mobility can broadly be defined as the ability to freely move within the transportation system, while accessibility is the ability to easily reach needed destinations and services. Considerable local, state, and federal resources are committed to our transportation infrastructure and systems to enhance mobility and accessibility. For a segment of the population, however, particularly individuals with disabilities, older adults, and people with low incomes, maintaining a basic level of mobility and accessibility can be a challenge.

Transportation services for disadvantaged populations are very often fragmented, underused, duplicative, costly, and difficult to navigate. In many cases and areas, there are service gaps and transportation service providers are simply not available to meet existing needs. When services for disadvantaged populations are coordinated, providers can then be more efficient, overall services can be improved, more of the disadvantaged population can utilize services, and mobility and accessibility for all residents can be enhanced.

WACOG is Arizona’s Region IV planning agency, providing various human service programs, including Transportation Planning. The WACOG planning region also includes the county of Yuma and the City of Lake Havasu. However, Yuma was designated a Metropolitan Planning Organization when their population hit 50,000, in 1982. The Yuma Metropolitan Planning Organization (YMPO) covers Yuma County and their communities for transportation and transit needs. Lake Havasu was designated a Metropolitan Planning Organization in 2013 when their population reached over 50,000 in the 2010 Census. Lake Havasu Metropolitan Planning Organization (LHMPO) and WACOG have mutually agreed to continue all coordination efforts for transit for the time being. Therefore, WACOG’s Transportation Planning Region covers La Paz, Mohave Counties, excluding the Lake Havasu MPO area, although WACOG continues to assist and provide Mobility Management transit planning for the Lake Havasu MPO area.

This plan update will focus on the 2019 & 2020 State fiscal years. A new plan will be created in 2021.

Purpose

The Transportation Human Service Coordination Plan identifies the transportation needs of seniors and individuals with disabilities. The Coordination Plan is a prioritization of transportation services for funding and implementation through the available programs throughout the WACOG region within Mohave and La Paz Counties. The Coordination Plan serves two specific purposes:

First, it serves as a framework to improve coordination among transportation service providers and human service agencies in the WACOG region to enhance transportation services for seniors and individuals with disabilities.

Second, the plan satisfies Federal requirements for a “locally developed, Coordinated Human Services Transportation Plan” – or Coordination Plan - that includes the following elements:

- An assessment of available services that identify current transportation providers (public, private, and non-profit);

- An assessment of transportation needs for individuals with disabilities, older adults, and people with low incomes. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service;
- Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery; and
- Priorities for implementation based on resources, time, and feasibility for implementing specific strategies and/or activities that have been identified.

The Moving Ahead for Progress in the 21st Century Act (MAP-21), effective October 2012 through December 2015, ensured that local communities are able to build and sustain multimodal transportation systems across highway, transit, and non-motorized modes. MAP-21 also ensured that transportation planning processes are continued and enhanced to incorporate performance measures and goals. The Fixing America's Surface Transportation (FAST) Act was signed into law on December 4, 2015, and largely maintains current program structures and funding shares between highways and transit. This Transportation Human Service Coordination Plan will be continually reviewed to stay current with the performance-based processes which were identified by MAP-21 and remain the standard with the FAST Act. Public involvement in transportation planning remains a top priority, particularly when it comes to meeting the transportation needs of special population groups. A person with special transportation needs means those persons, including their personal attendants, who because of age and/or physical or mental disability may be unable to transport themselves or to purchase appropriate transportation.

In response to the previous federal legislation, MAP-21 and federal transit planning requirements, the Arizona Department of Transportation began its coordinated mobility program to administer 5310 grant programs and provide assistance and oversight for local coordination efforts.

Beginning in 2007, all Councils of Governments (COG's) in Arizona were required to adopt and annually update a Coordination Plan that inventories existing transportation services for elderly individuals, individuals with disabilities, and low-income individuals, identifies unmet transportation needs, and provides strategies for improving coordination to meet those needs.

The plan must be developed and approved through a process that includes seniors, people with disabilities, and transportation providers, among others. The plan must also be coordinated, to the maximum extent possible, with the transportation programs of other federal departments and agencies. All COGs in Arizona must have a Coordination Plan in place in order to be eligible for funding through the Section 5300 program. In addition, the FAST Act requires that all funded projects are "included in" and "derived from" a coordinated human services transportation plan.

2. Regional Overview

Transportation Planning Area:



LA PAZ COUNTY

Parker

Quartzsite

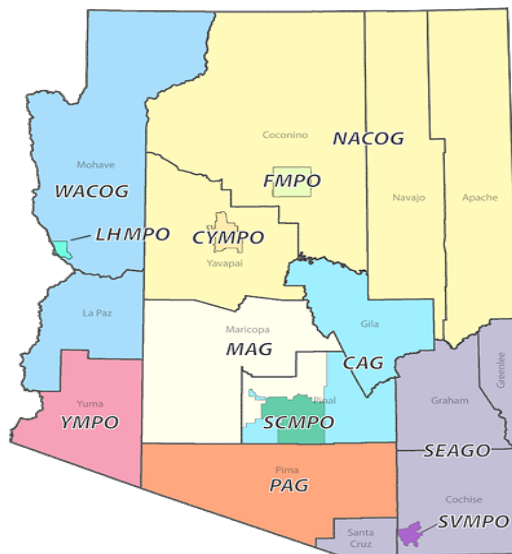
MOHAVE COUNTY

Colorado City

Bullhead City

Kingman

Lake Havasu MPO



The WACOG Transportation Planning Region encompasses all of La Paz and Mohave Counties, covering a total of 18,100 square miles, with a combined population of 224,571 as of the 2010 Censuses.

Providers of public transit services are located Bullhead City, Kingman, Quartzsite and Peach Springs. All other regional transit needs are provided primarily through private non-profit agencies who offer transportation services to those with special needs, in both the more densely populated and rural areas of both counties.

In 2013 Lake Havasu City's population reached over 50,000 and they were designated as a Metropolitan Planning Organization (MPO). Lake Havasu MPO is an established agency providing transportation planning for a small urban area covering approximately 100 square miles in Mohave County. WACOG and LHMPO mutually agreed to continue coordination efforts by continuing to include transit programs located in the LHMPO region in the WACOG Human Service Transportation Coordination Plan, with WACOG developing the Plan.

In order to determine where the greatest needs are, WACOG hosts coordination meetings every other month. Coming together with human service agencies, and other providers, helps to identify gaps in transportation service, what collaboration can be done between communities and agencies and identify the needs in the tristate area (the WACOG region borders parts of Nevada and California, with substantial cross-border travel) covering both Mohave and La Paz counties to include Lake Havasu MPO.

Regional Planning Process

This plan provides an overview of the transit activities, past and future, throughout the WACOG planning region. It is intended to educate communities, agencies, businesses, and other stakeholders on the availability of transit services within their community, or throughout the region. This plan lists all active or planned applicant agencies participating in section 5310 or 5311 transportation/transit programs for the WACOG planning region.

The Plan is also instrumental in directing the activities of the Coordination Council in order to coordinate and better serve the rural areas of the WACOG planning region.

Information for this Coordination Plan was gathered through various methods which include data collection sheets, e-mails, correspondence and a collaborative meeting process with agencies throughout the WACOG planning region. The agencies are invited to participate in various workshops, training, and bi-monthly coordination meetings. Below is a list of the workshops, training and coordination meetings that helped provide information for this Plan from October 2017 through September 2018.

Meeting	Date	Outcome - Comments
Coordinated Council	10/12/2017	17 Attended (7 by phone)
Coordinated Council	12/14/2017	13 Attended (5 by phone)
PASS Training	12/16/2017	16 Attended
Defensive Driver Training	1/11/2018	16 Attended
ADOT Section 5310 Grant Application	1/9/2018	ADOT Workshop - Webinar
ADOT Section 5310 Grant Application	1/11/2018	ADOT Workshop - Webinar
ADOT Hands-on training	1/23/2018	ADOT Workshop - Webinar
Coordinated Council	2/8/2018	10 Attended (4 by phone)
Coordinated Council	4/19/2018	17 Attended (8 by phone)
PASS Training	4/21/2018	SEAGO training – 8 attended
PASS Training	6/16/2018	11 Attended
Coordinated Council	8/9/2018	10 Attended (6 by phone)
Coordination Planning Workshop	8/29/2018	4 Attended
Defensive Driver Training	9/11/2018	18 Attended
Wheelchair Securement Training	9/19/2018	6 Attended
5310 E-Grants Reimbursements	9/5 & 24/2018	ADOT Workshop
5310 Implementation Workshop	9/25 & 26/2018	ADOT Workshop

The first WACOG Human Service Coordination Plan was developed in 2011, and was updated for the following four years. A new plan must be developed and approved every five years with an annual update the following four years to include projects eligible and prioritized for funding for the upcoming grant cycle year. This plan provides the most recent information, coordination efforts and unmet needs throughout the WACOG planning region.

Geographic Profile of the WACOG Transportation Planning Region

The WACOG region is made up of two (2) counties, six (6) incorporated communities, seventeen (17) unincorporated communities, and six (6) tribes:

Mohave County Incorporated Communities:

- Bullhead City, Colorado City, Kingman, and Lake Havasu City

Mohave County Unincorporated Communities:

- Dolan Springs, Chloride, Golden Valley, Fort Mohave, South Mohave Valley, Golden Shores, Yucca, Meadview, Peach Springs, Hackberry, and Truxton.

La Paz County Incorporated Communities:

- Parker and Quartzsite

La Paz County Unincorporated Communities:

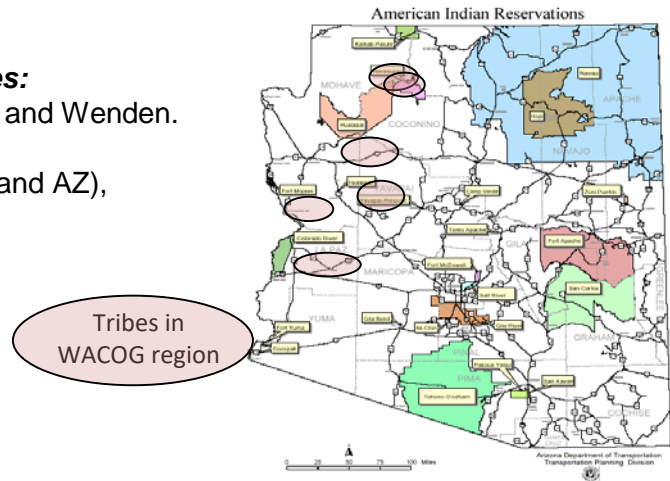
- Ehrenberg, Vicksburg, Salome, Bouse, and Wenden.

Mohave County Native American Tribes:

- Chemehuevi Tribe (Lake Havasu - CA and AZ),
Colorado River Indian Tribe,
Fort Mohave Tribe,
Hualapai Tribe, Havasupai,
Kaibab Band of Paiute Indians.

La Paz County Native American Tribes:

- Colorado River Indian Tribe

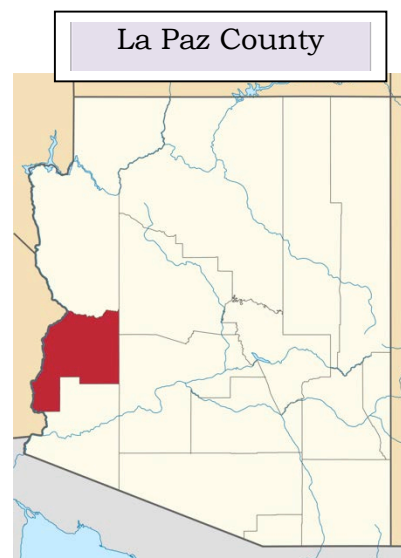


La Paz County:

La Paz County is located in Western Arizona, covering 4,500 square miles of very rural desert. It was formed as a county in 1983 after voters approved separating the northern portion of Yuma County.

The Colorado River borders the west side of the county, which contributes substantially to the recreational and agricultural industries of the region. Tourism and agriculture have become the leaders in the county's economy. The main population centers are the Towns of Parker (County Seat) and Quartzsite. The Colorado River Indian Tribe (Reservation) is located in the western portion of the county.

2010 Population for La Paz County 20,979	
Incorporated Towns	
Quartzsite: 3,763	Parker: 3,168
Unincorporated Communities (*CDPs)	
Parker Strip: 3,302	Bluewater: 730
Salome: 1,690	Brenda: 676
Ehrenberg: 1,357	Bouse: 615
Wenden: 556	Poston: 389
Cibola: 172	Hope:
County Wide Demographics	
White: 70%	Native American 13%
Black: .6%	Hispanic: 24%
Asian: .5%	Other: 17%
*CDPs – Census Designated Places	



National protected areas:

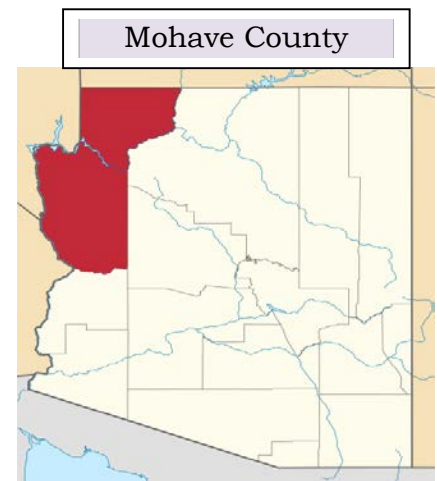
- Bill Williams River Refuge
- Cibola Nat'l Wildlife Refuge
- Imperial Nat'l Wildlife Refuge
- Kofa Nat'l Wildlife Refuge

Mohave County:

Mohave County is located in the northwestern corner of Arizona and encompasses 13,500 square miles of mostly rural area and small urban communities. It is the fifth (5) largest county in the United States, by land area.

It contains parts of the Grand Canyon National Park, Lake Mead National Recreation Area, and all of the Grand Canyon-Parashant National Monument.

2010 Population for Mohave County 203,592	
Incorporated Towns	
Lake Havasu: 52,908	Bullhead City: 39,495
Kingman: 28,476	Colorado City: 4,813
Unincorporated Communities & (CDPs)	
Arizona Village	Beaver Dam
Chloride	Desert Hills
Dolan Springs	Fort Mohave: 14,264
Golden Valley: 8,370	Hackberry
Kaibab	Littlefield
Meadview	Mesquite Creek
Mohave Valley	Mojave Ranch Estates
Kingman-Butler: 12,134	Nothing
Oatman	Peach Springs
Scenic	Topock
Valentine	Wikieup
Willow Valley	Yucca
County Wide Demographics	
White: 87%	Native American 2.2%
Black: .9%	Hispanic: 15%
Asian: 1.1%	Other: 5%



National protected areas:

- Bill Williams River Refuge
- Grand Canyon Park
- GC Parashant Monument
- Kaibab National Forest
- Lake Mead Rec. Area
- Pipe Springs Nat. Monument

Lake Havasu Metropolitan Planning Organization:

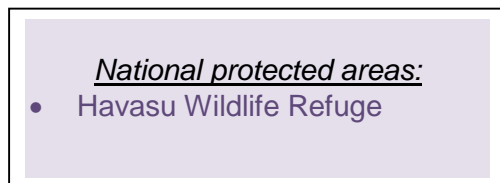


Lake Havasu City is located in Mohave County, Arizona, and encompasses 42 square miles while the MPO area covers 100 square miles in its planning region. Situated off of Arizona Highway 95, an 18-mile drive north leads to Interstate 40, and a 65-mile drive south leads to Interstate 10.

Lake Havasu City, Arizona, is located on the Colorado River on the eastern shore of Lake Havasu in the west-central part of Arizona.

Lake Havasu City is the major population center of southern Mohave County. The U.S. Census Bureau recorded the following population trends for Lake Havasu City:

2010.....	52,527
2000.....	41,938
1990.....	24,363
1980.....	15,926



3. Program Overview:

The Federal Transit Administration (FTA) Section 5300 Rural Public Transportation Programs provide funds for capital, administrative, operating and training assistance to local public bodies and nonprofit organizations for the operation of public transportation services in the non-urbanized area.

Transit/Transportation Programs

***Section 5310 – Enhanced Mobility of Seniors and Individuals with Disabilities**

Provides funding to assist with costs for mobility management activities, the purchase of capital equipment, and operating expenses to meet the mobility needs of seniors and individuals with disabilities of any age. It is intended to provide and strengthen the transportation services available to meet the mobility needs of these transit-dependent populations by providing funds for programs beyond traditional public transportation services and Americans with Disabilities Act (ADA) complementary paratransit services

***Mobility Management**

The WACOG Mobility Management program provides coordination and short-range planning throughout La Paz, Mohave Counties and LHMPPO.

Coordination is the efficient and effective use of transportation resources for getting people to important destinations, such as jobs and medical appointments. Coordination means working with transit providers, human service agencies, private institutions, businesses, volunteers and political leaders to broaden transportation options for all users, particularly those in vulnerable populations or with special needs.

***Capital Equipment**

While many types of capital can be requested under the Section 5310 program, ADOT's primary prioritization is to replace or expand vehicle fleets that support coordinated regional efforts. Examples of eligible capital projects include: vehicles, preventative maintenance, fleet maintenance equipment, vehicle equipment/parts, vehicle rehabilitation or overhaul, operations and maintenance structures, radios, and communication equipment, computer hardware/software, and dispatch systems.

***Operations**

Operating projects must be for public transportation services that address one of the following three purposes: exceed the minimum requirements of the ADA, improve access to fixed-route service and decrease reliance by individuals with disabilities on complementary ADA paratransit service, or provide an alternative to public transportation that assists seniors and individuals with disabilities with transportation. Projects providing operating funds must be targeted toward meeting the transportation needs of seniors and individuals with disabilities, although they are encouraged to be open and used by the general public as a means of avoiding unnecessary segregation of services.

***Section 5307 – Urbanized Area Formula Grants**

The Urbanized Area Formula Funding program (49 U.S.C. 5307) makes Federal resources available to urbanized areas and to Governors for transit capital and operating assistance in urbanized areas and for transportation related planning. An urbanized area is an incorporated area with a population of 50,000 or more that is designated as such by the U.S. Department of Commerce, Bureau of the Census.

***Section 5311 – Rural Area Formula Grants**

Provides funding for capital, planning, and operating assistance to support public transportation and intercity bus projects serving rural areas. The purpose of this program is to address the mobility needs of Arizona's rural population. Sections 5311 funds are intended to provide access to employment, education, healthcare, shopping, and recreation.

***Section 5300 – Training**

Provides funds for training needs including safety, operational, administrative, and program development. Training funds are made available to all 5300 fund programs on a reimbursement basis for pre-approved training events.

*** Rural Transit Assistance Program (RTAP)**

The mission of the Arizona state RTAP is to enhance and develop the skills and abilities of the persons involved in providing passenger service in rural Arizona. The ADOT RTAP program offers training scholarships to ADOT transit grant recipients.

*Note ***In order to be awarded any 5300 program funding, successful applicants must be included in the Regional Coordination Plan.

4. Gaps in Regional Transportation Services:

WACOG determines gaps in services through a comparison of actual services provided with the potential or desired services in the region. If the WACOG region does not make the best use of current resources or forgoes investment in capital or technology, it may produce or perform below its potential. Identification of gaps between the optimized distribution and integration of resources, and the current allocation-levels reveals areas that can be improved.

WACOG works with regional stakeholders in the process of determining and documenting the difference between regional requirements and current capabilities. This process naturally flows from benchmarking and from other data assessments. Once the general expectation of regional performance is understood, it is possible to compare that expectation with the regions current level of performance. This planning process is the ongoing study of what the region is doing currently and where it wants to go in the future. The goal of this process is to provide a foundation for measuring investments of the time, money and human resources required to achieve enhanced mobility of seniors, individuals with disabilities and the general public in the WACOG region. These measurements will assist in identifying the gap/need for new services or additions to existing lines before they emerge between what existing providers offer and what the consumer demands.

Summary of Need/Gaps:

- **Stability**

At its core, stability among transit providers is a way to make our communities more livable. As funding resources cannot always be counted on in today's fluctuating markets, funding priorities become more difficult. It is generally agreed that all transit programs in the WACOG region are important, valued, and necessary in order to maintain stability and a better quality of life for those in the community who depend on these services. Continued funding of existing programs is a priority in the WACOG region. Support for new programs or expansion of services by existing programs will be considered for recommendation only if they fill identified gaps in service, and will aid in the continued stability of future transit service in the WACOG region.

- **Coordination**

The definition of coordination is the process of organizing people or groups so that they work together properly and well. Transit Coordination in recent years has been identified as not only a value among agencies but also a necessity in order to better serve the disadvantaged populations that are traditionally served. Agencies realize that through coordination they are better able to provide service to their clients and operate more efficiently as a whole. Agencies recognize that they can no longer operate in silos, and the need to work together to reach a more stable future. Coordination among agencies in the WACOG region has vastly improved in recent years but still remains a focus.

- **Information**

A need has been identified in the area of information and awareness not only among the residents served but also among transit and human service agencies in the WACOG region. There is a need for an up-to-date easy to understand information resource reflecting all available transit options to include information on eligibility and

contacts. Information sharing and promotion is a tool that can be used in the WACOG region to better serve clients across the region.

- **Transit Connections**

Providing the necessary transit service to clients in an area that is made up of a majority of rural communities, with a need to access services provided in the more populated areas of the region, can be a challenge. A need has been identified to provide more and better transit connections within the WACOG region. Transit connections will be used by riders to access necessary medical, social and economic resources that are otherwise not available in their immediate area. Special consideration is necessary to ensure that transit connections do not result in duplication of services but do provide service for identified gaps in the service area.

Need/Gaps by Population:

- **Special needs populations**

General definitions of special needs populations include the following:

- **Elderly:** People 65 years of age or older.
- **Person with Disability:** The restriction in participation that results from a lack of fit between the individual's functional limitations and the characteristics of the physical and social environment. Developmentally disabled, persons with physical disabilities and persons addressing mental health issues.
- **Low Income:** The official poverty measurement has two components – poverty threshold (income levels) and the person's income that is compared with these thresholds. If a person's total income is less than the threshold, the person is considered poor. The poverty thresholds are not adjusted for regional, state or local variation in the cost of living.

Primary transportation needs for these special needs populations include:

- Healthcare
- Food & nutrition
- Access to jobs and job training
- Shopping
- Social
- Recreational
- Connections to other communities

Approximately 33 to 40 percent of residents of La Paz and Mohave Counties (76,000 to 86,000 WACOG Transportation Planning Region) fall into one or more of these categories. More than 76,000 residents are either over age 65, have a disability, or both, making them eligible consumers of 5310 program services. (American Community Survey, 2013) This is more than a third of the total 222,088 residents, meaning that coordinated transit is a potentially important social service for a significant portion of the population.

- **General Public**

General public includes all other persons requesting transportation service that do not qualify as part of the "special needs population."

Primary transportation needs for these populations include:

- Access to jobs and job training
- Access to health and human services
- Education
- Shopping
- Social
- Recreational
- Connections to other communities

Gaps include connector services between communities, services provided to major work centers such as the Kingman Industrial area, and hours of current services provided not meeting the needed travel times of passengers.

- **Low-Income Populations**

Low income includes transportation needs for those whose income is at or below 80% of area median income and for those who are working with State and local agencies to meet sustainable income goals.

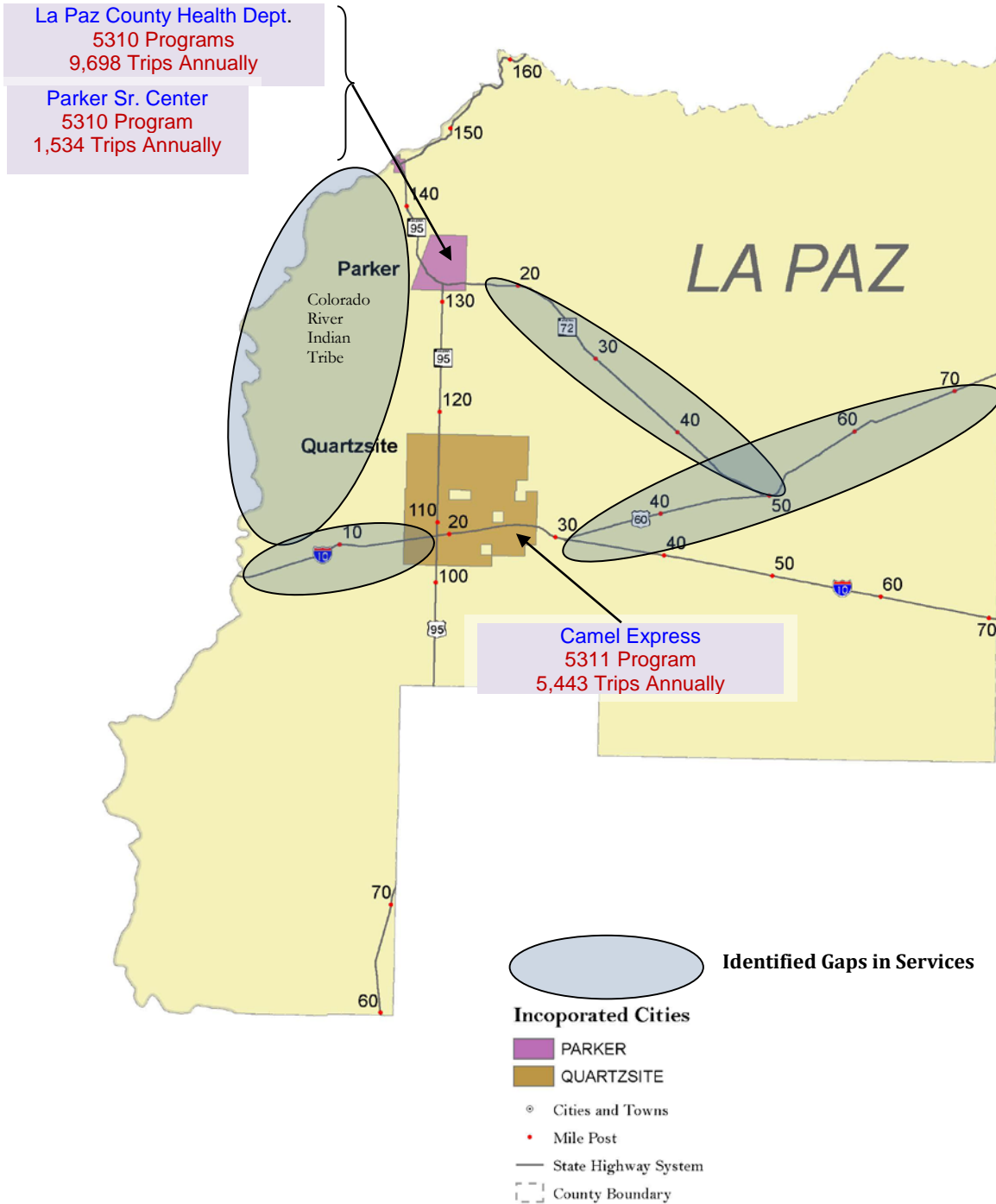
Primary transportation needs for this population include:

- Access to Jobs
- Access to Job Training
- Health Care
- Food and Nutrition
- Shopping

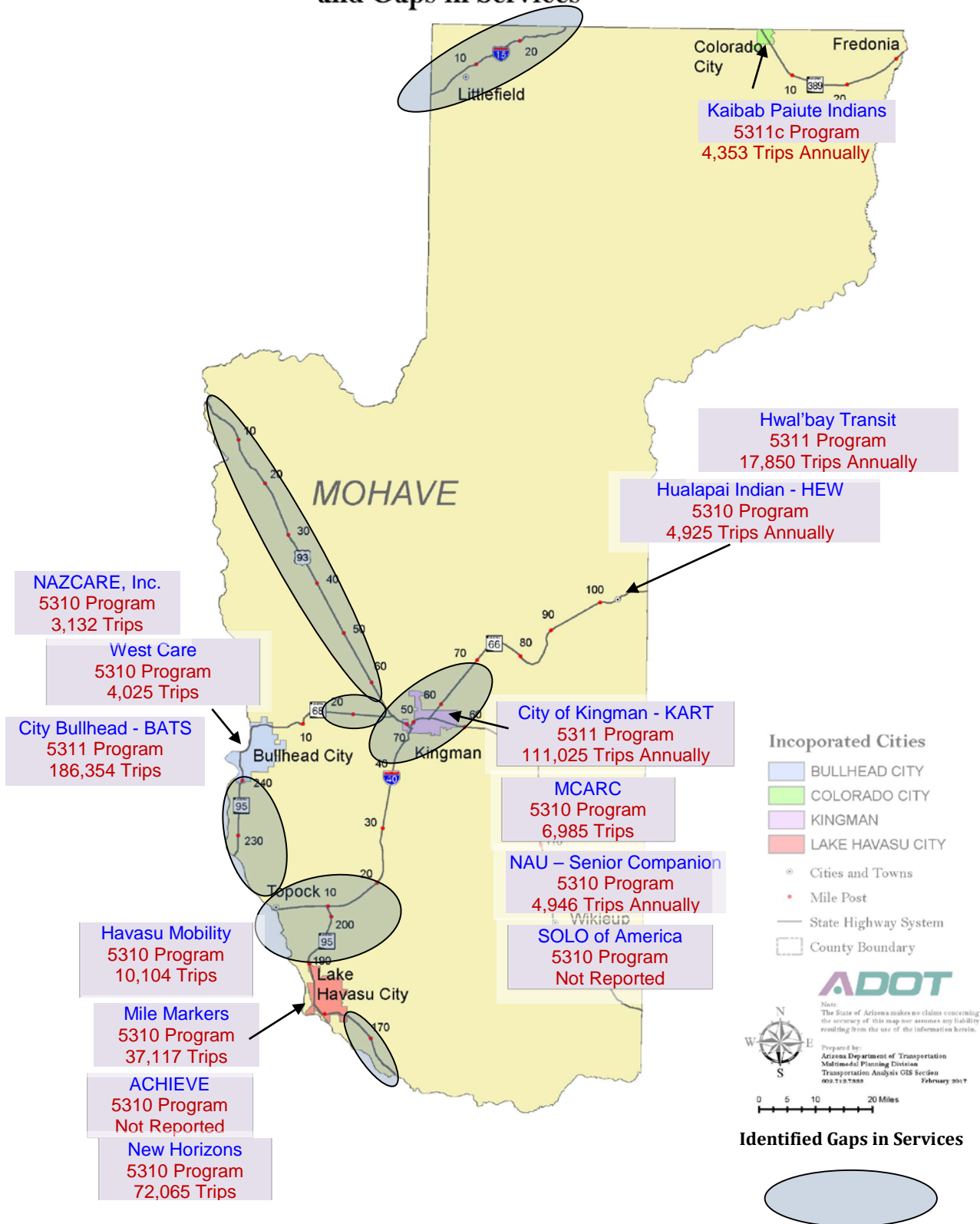
The lack of transit connections to other communities and major work centers is a significant barrier to employment, health, and education.

Service Area Maps-physical need/gaps in service:

La Paz County Transportation Program Sites and Gaps in Services



Mohave County Transportation Program Sites and Gaps in Services



5. Goals

Coordination goals and outcomes 2016:

GOAL	OUTCOME
1. Increase coordination efforts	With increased participation in the Coordinated Council meetings and more awareness of each program due to agency presentations, coordination activities region-wide has increased. This will be an ongoing goal. Agencies and a transit guide were added to the WACOG website in calendar year 2016.
2. Agency presentation at Coordinated Council meetings	Each member agency of the Coordinated Council did do a presentation in the 2016 year. These presentations have helped to spread awareness of programs and what they offer and opened the door to new opportunities for regional coordination. This will continue to be an ongoing goal.
3. Partnered training opportunities	Starting in 2016 with Bullhead Area Transit taking the lead training opportunities within agencies have been opened up to other agencies to help all agencies remain compliant with training requirements.

Coordination goals and outcomes 2017:

GOAL	OUTCOME
1. Increase coordination efforts	With increased participation in the Coordinated Council meetings and more awareness of each program due to agency presentations, coordination activities region-wide has increased. This will be an ongoing goal. In 2017, a referral program was created to assist community members in finding and accessing services throughout the region.
2. Agency presentation at Coordinated Council meetings	Each member agency of the Coordinated Council did do a presentation in the 2017 year. These presentations have helped to spread awareness of programs and what they offer and opened the door to new opportunities for regional coordination. This will continue to be an ongoing goal.
3. Increased knowledge of Data Collection and how it can help agencies	Mobility Manager has been working directly with agencies during program visits to help them understand data collection forms. Forms have also been simplified or redone to match the ADOT forms used during applications; this is in an effort to help agencies be better prepared for application time.

Coordination goals and outcomes 2018:

GOAL	OUTCOME
1. Increase coordination efforts	With increased participation in the Coordinated Council meetings and more awareness of each program due to agency presentations, coordination activities region-wide has increased. This will be an ongoing goal. The opportunity for vehicle sharing presented its self in 2018 between 2 agencies. Due to the coordinated training and coordinated work amongst 5310 agencies, the vehicle sharing process was complied with a simple MOU.
2. Agency presentation at Coordinated Council meetings	Each member agency of the Coordinated Council did do a presentation in the 2018 year. These presentations have helped to spread awareness of programs and what they offer and opened the door to new opportunities for regional coordination. This will continue to be an ongoing goal.
3. Establish or re-establish connections with non 5310 program community human service agencies	Mobility Manager has been working directly with local human service providers such as the Area Agency on Aging to create connections with 5310 agencies and improve funding opportunities. Non-5310 Human Service agencies have been invited to participate in the Coordinated Council Meetings and training. Mobility Manager has established connections with Medicare insurance provider Humana through the referral program to assist Seniors in locating and accessing transit services.

Coordination goals 2019 & 2020:

GOAL	ACTION	COMMITTEE	Target Due
1. Increase coordination efforts	<ul style="list-style-type: none"> Agencies working together referring to each other's programs and coordinating services. 	Coordination Council, Mobility Manager	Ongoing
2. Agency presentations at Coordinated Council meetings.	<ul style="list-style-type: none"> Presentations help agencies to better understand what is happening across the region, provides for opportunities for better coordination and opens the floor for discussion/education. This year's presentations will focus on services, areas of success and areas of struggle. 	Coordination Council	Ongoing
3. Marketing	<ul style="list-style-type: none"> A requirement of all agencies receiving Operating Funds through the 5310 program is to have marketing in place to educate the general public of service 	Mobility Manager, Programs receiving operating funding	2020

6. Mobility Management

Mobility Management is an innovative regional approach to managing transportation resources in a coordinated service network, to increase mobility options and access to services primarily for the core populations served by the Federal Transit Administration's (FTA) section 5310 program. The FTA section 5310 program, Enhanced Mobility of Seniors and Individuals with Disabilities, is designed to meet the mobility needs of these populations as it is recognized that these populations' transportation needs often are not met by conventional automobile or public transportation as they sometimes require specialized assistance in order to access services. Mobility Management leads in managing agency-specific transportation to achieve a more efficient and potentially cost-effective service delivery system. The goal is a cooperative approach between local transit service providers and their communities resulting in better services provided to meet the needs of seniors and individuals with disabilities.

WACOG's Mobility Management Program

WACOG's Mobility Manager focuses on updating all current programs and identifying new programs, working towards coordinating communities with services and providers in order to achieve a more efficient transportation service delivery system. The Mobility Manager works towards cultivating partnerships and multi-agency relationships to facilitate rides for seniors and persons with disabilities; coordinating community-wide networking and coordination meetings; managing the regional transportation coordination plan; and providing technical assistance and resources for partners in the WACOG region. La Paz and Mohave Counties encompass 18,100 square miles of rural western Arizona. Many of the very rural areas have little or no transportation services, which includes all six of our tribal reservations.

Through a coordinated effort, Mobility Management and transit agencies in the WACOG region seek to:

- Address movement of seniors and persons with disabilities
- Improve the effectiveness, efficiency, and quality of the travel services being delivered
- Designs and promotes transit-oriented development, livable and sustainable communities
- Collect and distribute information for available resources within the region
- Identify and address gaps in service

Coordination with the WACOG [Area Agency on Aging](#) (AAA) includes working with the AAA senior transportation program through supporting, enhancing and strengthening provider operational, technical and financial capabilities. The AAA program also collaborates with other non-contractual partners to identify, create, and implement services addressing the transportation needs of the growing senior population in various population centers.

7. WACOG's Transit Providers

This document serves to identify and describe each of the agencies and organizations in the WACOG Region IV planning region that receive Federal Transportation Authority (FTA) funding through the Arizona Department of Transportation (ADOT).

Public Transit Agency: (5311)	Site Location	Page Number:
Bullhead Area Transit (BATS)	Bullhead City, Mohave County	22
Kingman Area Regional Transit (KART)	Kingman, Mohave County	23
Camel Express - Town of Quartzsite	Quartzsite, La Paz County	24
Hualapai Transit (Hwal'Bay Transit)	Peach Springs, Mohave County	25
Kaibab Band of Paiute Indians (5311c)	Fredonia-Colorado City, Mohave County	26
Coordinated Mobility Providers (5310)	Site Location	Page Number:
NAZCARE, Inc	Bullhead City, Mohave County	27
River Valley (Bullhead City) Senior Center	Bullhead City, Mohave County	28
WestCare AZ 1, Inc.	Bullhead City, Mohave County	29
Mohave County ARC	Kingman, Mohave County	30
Senior Companion Program (NAU)	Kingman, Mohave County	31
Solo of America	Kingman, Mohave County	32
Havasus Mobility	Lake Havasu City, Mohave County LHMPO	33
MileMarkers Therapy	Lake Havasu City, Mohave County LHMPO	34
New Horizons Center for People w/Special Needs	Lake Havasu City, Mohave County LHMPO	35
La Paz Health Department	Parker, La Paz County	36
Parker Senior Center	Parker, La Paz County	37
Hualapai Tribe-Health Department	Peach Springs, Mohave County	38
New Horizons Disability Empowerment Center	Prescott Valley Serving Mohave County	39
RISE, Inc.	Mesa Serving Mohave County	40



BULLHEAD AREA TRANSIT SYSTEM

Bullhead City, Mohave County

With guidance from the Transit Advisory Commission, Bullhead Area Transit provides essential public transportation services to the local community with a combination of paratransit service for the medically qualified and four fixed routes with 72 bus stops strategically located throughout Bullhead City.

Bullhead Area Transit is an integral component of the local economy since its services are utilized primarily to access jobs, shopping, medical services, recreation, and other activities within the service area.

Service is provided six days a week, Monday through Friday from 6AM to 7PM and Saturdays from 7AM to 3PM.

Fare and schedule information is available online at www.bullheadcity.com. Follow the Transportation Link

Bullhead Area Transit regularly participates in regional coordination efforts. Primary goals are to improve operating efficiencies, become the transportation of choice in the local community, and fill gaps in service by coordinating with other local transportation and human services agencies when possible.

For more information, contact
 Bullhead Area Transit System
 2355 Trane Road, Bullhead City, Arizona 86442
 928-704-2287 (Dispatch)
 928-763-0132 (Manager)
 928-763-0131 (Fax)



Mission Statement:

To provide safe, efficient, and accessible transportation, enhancing the livability of the community, and serving as a vital component of the local economy.

Kingman Area Regional Transit

WHO WE ARE & WHAT WE OFFER

Kingman Area Regional Transit (KART) is a 5311 federal grant and municipally funded rural public transit service in Kingman and the Greater Kingman-Butler area. We offer four deviated fixed routes that meet hourly at the Wal-Mart transfer center. There are several stops along each route to make it easier for residents and tourists to get where they want to go. These stops are conveniently located near various shopping centers, social service agencies, visitor's center, parks and recreation, senior center, doctor's offices, Kingman Regional Medical Center and Mohave Community College.

In addition to our fixed routes, KART offers Curb-to-Curb service. Curb-to-Curb service is provided as a deviation (up to ¾ mile) of the fixed route. Pre-registration is required. For more information or to download an application, visit our website, [City of Kingman \(KART\)](http://cityofkingman.gov) (cityofkingman.gov) or call us at (928) 681-7433.

HOURS OF OPERATION

Blue & Red Routes:

Monday – Friday, 6:00 AM to 6:00 PM

Green & Yellow Routes:

Monday – Friday, 6:00 AM to 8:00 PM

All routes operate Saturday, 9:00 AM to 4:00 PM

KART FARES

One-Way Boarding:	\$1.50 or one (1) coupon
Curb-to Curb:	\$3.00 or two (2) coupons for seniors 60+ and persons with certified disabilities \$6.00 or four (4) coupons for general public
Coupon Books:	\$45.00 for a book of 30 coupons
All Day Pass:	\$5.00 for unlimited boarding from any fixed route stop
Monthly Pass:	\$55.00 for general public \$45.00 for seniors age 60+ and veterans of any age Unlimited boarding from any fixed route stop throughout the calendar month
Children Under 10:	Free – must be accompanied by an adult

CONTACT INFORMATION

KART Office: Kingman Area Regional Transit
3700 E. Andy Devine Ave., Kingman, AZ86401,
Ph: (928) 681-7433, Fax: (928) 692-3120
E-mail: kart@cityofkingman.gov

Transit Superintendent: Sheri Furr
(928) 692-3103
E-mail: sfurr@cityofkingman.gov

Visit us on the web at:
<http://www.cityofkingman.gov/Departments/KART.aspx>

Follow us on Facebook:
https://www.facebook.com/KART4Kingman/?ref=aymt_homepage_pan

Mission Statement:

"To provide public transportation services which meet the needs of residents and visitors for mobility within the community"



WHO WE ARE AND WHAT WE CAN PROVIDE

Quartzsite Camel Express is a rural public transit service provided by the Town of Quartzsite. The service includes a curb to curb Dial-A-Ride and flexible fixed route service throughout Quartzsite and to Yuma, Parker, Lake Havasu City, Ehrenberg, AZ and Blythe, CA. Camel Express can be used for work, medical appointments, school, meetings, senior services, events and much more. Vehicles are accessible for up to four mobility aids. Bicycles are accepted and service is available Monday through Friday. All services are open to all passengers.

The Transit Advisory Committee meets quarterly at Quartzsite Town Hall, meetings are posted, the public is invited to attend.

HOURS OF OPERATION

Route	Destination	Operating Hours
Town Dial-A-Ride	Town of Quartzsite	Monday-Friday 8:30 a.m. to 4:30 p.m.
Gold Route 10	Quartzsite to Ehrenberg & Blythe	Monday & Wednesday 10:40 a.m. to 11:55 a.m. and 1:50 p.m. to 2:55 p.m.
Blue Route 95 South	Quartzsite to Yuma	Thursday 8:30 a.m. to 4:30 p.m.
Orange Route 95 North	Quartzsite to Parker 2 nd & 4th Quartzsite to Lake Havasu City 1 st & 3 rd	Tuesday 8:30 a.m. to 2:00 p.m. Tuesday 8:30 a.m. to 4:30 p.m.

- No service currently operates on Saturday, Sunday or Town observed holidays.
- Fares range one way from \$1.00 (within Town of Quartzsite) to \$10.00 (trips outside of the Town). 10-Ride and 31-Day Passes are available at Town Hall and Quartzsite Area Chamber transfers are available to Desert Roadrunner and YCAT.
- Reservations can be made up to seven days in advance.

SERVICES

The Town also offers mobility training for anyone wanting increased independence, on how to use Camel Express. For seniors age 60 years old and older, free passes are available based on funding from the WACOG Area Agency on Aging program. Interested parties can register at Quartzsite Town Hall. Discounted fares are available for seniors and persons with disabilities and youth ages 5 to 18.

Future plans regarding Camel Express include vehicle replacements, review of transit services for efficiencies, more partnerships and additional marketing strategies to increase ridership.

CONTACT INFORMATION

Quartzsite Municipal Building
465 N. Plymouth Avenue (PO BOX 2812), Quartzsite, AZ 85346
Transit Coordinator: Janet Collier
Telephone: (928) 927-4333
Fax: (928) 927-4400
Email: jcollier@quartzsiteaz.org

MISSION STATEMENT

The Town of Quartzsite will provide to its residents and visitors clean, accessible, reliable, efficient and safe public transportation services locally and regionally. Camel Express CARES about its riders!



Hualapai Transit

PO Box 179
Peach Springs, Arizona 86434
928-769-6384
www.hualapaitransit.org
Hualapai.transit@hualapai-nsa.gov

WHO WE ARE AND WHAT WE CAN PROVIDE

Hualapai Transit is a rural public transit service provided by the Hualapai Tribe. Our service provides a flexible fixed route service throughout the community of Peach Spring Arizona as well as commuter service between the cities of Peach Springs and Kingman Arizona. Commuter services also include the communities of Hackberry, Valentine, and Truxton to the west and the Grand Canyon Caverns to the east. Hualapai Transit provides a 'Shoppers Express' service twice a week between Peach Springs and Kingman also serving the Westbound local communities. Hualapai Transit may be used for work, medical appointments, school, senior service, meetings, recreational activities and much more. All Hualapai Transit vehicles are ADA accessible and compliant. Hualapai Transit services are open to all passengers.

HOURS OF OPERATION

ROUTE	DESTINATION	OPERATING HOURS
Hakdagwiva	Peach Springs Circulator	M-F Hourly from 7AM to 6PM
Kingman Ya:m Jo'h	Peach Springs to/from Kingman	M-F AM: 5:00 & 6:45 PM: 5:15 & 6:25
Caverns	Peach Springs to/from GC Caverns	M-TH AM: 5:45 & PM: 4:30
Shoppers Express	Peach Springs to/from Kingman	Wed & Sat AM: 9:00 & PM: 2:00

No service currently operates for Hakdagwiva or Kingman Ya:m Jo'h on weekends or Tribal observed holidays.

Shoppers Express Route operates on Wednesday and Saturday only. 9:00AM departure from the Tribal Office and 2:00PM departure from the Transit Center at Walmart in Kingman.

Fares range from \$2.00 to \$9.00 depending on route and destination. Hakdagwiva Route is FREE for all. 30 day passes are available for Kingman Ya:m Jo'h and Caverns Routes. 30 Day Passes may be purchased at the Tribal Office in the Finance and Transit Departments.

Future plans regarding Hualapai Transit include service review and updates, increasing frequency of local routes, renew and improve local partnerships, additional marketing strategies to increase ridership.

CONTACT INFORMATION

Hualapai Tribal Office
PO Box 179-941 Hualapai Way, Peach Springs, AZ, 86434
Transit Operations Manager: Ernie Wright
Office Phone – (928)769-2216 Ext. 124
Transit Hot Line - (928)769-6384

Vision: Hualapai Transit is committed to openness and integrity, Hualapai Transit supports the Hualapai Tribes commitment to support the independence of Hualapai Tribal members & surrounding areas and to be a model for excellence by integrating the local spirit and culture.

Mission: Hualapai Transit will provide safe, reliable, friendly and affordable transportation services to meet the mobility needs of the Hualapai Community and surrounding areas while pursuing sustainable development and facilitating the cultural missions of the Peach Springs community.



KAIBAB BAND OF PAIUTE INDIANS

Pipe Spring, Mohave County

Services

The Kaibab Band of Paiute Indians provides service to members of the tribe who live on the reservation and surrounding areas. The reservation is approximately 60 miles from St. George, Utah, which is the closest city to access shopping, dialysis, cancer, or other life-saving medical treatments.

Most of our special needs transportation is provided for medical purposes, with some appointments being as far away as Las Vegas, Nevada and Phoenix, Arizona.

We provide transportation to shopping, dental care, social activities, tribal ceremonies, and other activities to the elderly and disabled within our community.

Identified Needs

Identified needs include: both operational funds and capital expenditures to continue providing our members with quality transportation service, and to replace our aging fleet with accessible, newer, more efficient and cost-effective vehicles.

For more information contact:
 Laura Rae Savala, Director
 Community Health Representative
 928-643-7245

Or visit our websites listed below

The Tribe's website is:
www.kaibabpaiute-nsn.gov/

The Community Health Representative (CHR) Department is:
www.kaibabpaiute-nsn.gov/CHR.html

Mission Statement:

The Kaibab Band of Paiute Indians seeks to provide dependable, quality, and responsive transportation services to its members and the community to promote healthy living on the reservation.



FRIENDS Wellness Center

Bullhead City, Mohave

FRIENDS:

Friends Recovering in Empowerment, Needs, and Discovering Support Wellness Center started as a satellite center meeting once to twice a week at Scooters. Scooter's owner, Joe Coliano, donated the space, pizza, and tokens until 2005 when we moved into our location on Riverview Drive. In 2016, we even expanded at this location to better meet the needs of peers and families. F.R.I.E.N.D.S. is a community-based center meeting the community's needs. We have many partnerships with Charles of Italy Beauty College, Bullhead City Fire Department, Scooters Family Fun Center, Salvation Army, and Goodwill Industries. F.R.I.E.N.D.S. is a collaborative partner with Mohave Mental Health Clinic and Southwest Behavioral Health.

New Directions:

New Directions is a community-based center meeting the community's needs and providing wellness services including recovery support services and peer support. We are also one of NAZCARE's Regional Training Centers. New Directions has integrated recovery support services with Next Steps Supportive Housing with both transitional and permanent housing. New Directions is a wonderful community partner and is always looking for ways to contribute to the Kingman community. We continue to reduce stigma by partnering with the community. New Directions has collaborative partnerships with Mohave Mental Health Clinic (MMHC), Evercare, and Southwest Behavioral Health (SWBH). NAZCARE has implemented a holistic approach to recovery and wellness by addressing the whole person in mind, body, and spirit.

NAZCARE as a whole:

NAZCARE works closely with guidance clinics, intake centers, community organizations, natural supports and families. With these groups, we begin planning the implementation of services and support systems for the individual so that they may receive integrated behavioral health services within the system of care.

NAZCARE, Inc. has implemented a holistic approach to recovery and wellness by addressing the whole person in mind, body and spirit.

Services include:

- | | |
|---------------------------------------|---|
| · One-on-one Peer Support | · Peer Whole Health |
| · Education on monitoring skills | · Wellness Planning/Whole Health Management |
| · Recreational Activities Arts/Crafts | · Exercise/Diet/Nutrition |
| · Socialization/Life Skills | · Employment Readiness |
| · Support Services | · Community Integration |
| · Peer Whole Health/Wellness Checks | · In Home Living Skills |
| · SMART (all addictions) Recovery | · Integrated Wellness |

Members are co-creators of their centers and support each other in their recovery. People come here to communicate, cooperate, appreciate, and feel empowered to express their full potential.

Mission Statement: NAZCARE, INC. is a nonprofit, peer run organization providing quality services for people with mental, co-occurring, and substance use disorders to promote recovery.



Bullhead City Senior Center BULLHEAD CITY, MOHAVE COUNTY

WHO WE ARE

The City of Bullhead City and the River Valley Seniors Association (program coordinators for senior activities at the Bullhead City Senior Center) recognize that the elderly and disabled often have transportation needs that are often not met by conventional automobile or public transportation programs. That is why the City has partnered with the River Valley Seniors since 1997 to provide door to door service within the 110-square miles' service area in west-central Mohave County.

SERVICES

Transportation services are provided by a number of qualified volunteer drivers Monday through Friday from 8AM to 2PM. Approximately 25 percent of our passengers are disabled. The elderly and disabled passengers generally require assistance with mobility.

Primary destinations for the program include dialysis, physician offices, hospital and other medical facilities, pharmacies, post office, shopping, and the senior nutrition center for congregate meals.



For more information contact
Bullhead City Senior Transportation
Program

2355 Trane Road, Bullhead City,
Arizona 86442

928-704-2287 (dispatch)

Mission Statement:

'To provide transportation services designed to encourage independence, enhanced quality of life, and social interaction for the elderly and disabled'



WestCare Arizona I, Inc.

BULLHEAD CITY, MOHAVE COUNTY

WHO WE ARE

Since 1992, WestCare Arizona has been providing a full continuum of community-based, family-oriented social service and behavioral health programming to youth; adults and families in Arizona.

WestCare Arizona provides a wide spectrum of health and human services in both residential and outpatient environments. That spectrum includes outpatient substance abuse prevention, education and treatment, domestic violence intervention services, DUI screening, transportation services, system advocacy, sober living homes, transitional living, and domestic violence shelter.

TRANSPORTATION SERVICES

WC-AZ provides transportation services in the rural and small urban areas of La Paz and Mohave counties. Our primary origination and destination service areas are; Bullhead City, Kingman, Lake Havasu City, Dolan Springs and Parker. We provide transportation for elderly and/or disabled clients to and from medical appointments, social services and facilities, employment related, rehabilitation services, shopping.

Normal hours of operations are Monday-Friday, 7am-8pm – weekend and after hours upon request and driver availability. Upon request and availability, WestCare will travel outside our normal service area(s).

For more information, contact:

Janet Tomlin
720 Hancock Rd
Bullhead City, AZ 86442
928-763-1945 ext. 62103
928-444-3794

www.westcare.com

Mission Statement:

WestCare empowers everyone with whom we come into contact to engage in a process of healing, growth and change benefiting themselves, their families, coworkers and communities



THE ARC OF MOHAVE COUNTY
KINGMAN, ARIZONA
mohavecountyarc.org

WHO WE ARE

The Arc of Mohave County is devoted to the standard that all developmentally disabled persons, regardless of disabilities, deserve the right to experience as quality and normal a life as possible. This entails offering to all members a variety and continuum of educational, vocational, and recreational community based opportunities.

WHAT WE OFFER

Services provided are employment to improve their work skills and abilities. We also provide a Day Program where we focus on reaching their individual goals, enhancing life skills and community involvement.

WHEN

Arc of Mohave County/DTA program provides services Monday - Friday, 9am to 3pm.

WHERE

Arc of Mohave County services Kingman and Golden Valley, Arizona. The program and services are very community based and the agency strives for full integration.

For more information, please contact:
Mike Suchowierski, Executive Director, 928-757-1758
[email: mohavecountyarc@yahoo.com](mailto:mohavecountyarc@yahoo.com)
2050 Airway Ave
Kingman, AZ 86409
website: mohavecountyarc.org

SENIOR COMPANION PROGRAM (NAU) KINGMAN, MOHAVE COUNTY

Who We Are

The Senior Companion Program provides companionship services to homebound elderly and disabled individuals, bringing the world into their homes and providing assistance for them to get out and be a part of the community. Volunteers who are 55 and older serve as Senior Companions and are matched with individuals for ongoing service. The goal of the Senior Companion Program is to assist individuals in achieving and maintaining their highest level of independence. SCP is a national program, sponsored locally by the Civic Service Institute at Northern Arizona University, and has been serving seniors since 1974 nationally and since 1985 in Northern Arizona.

Services Offered

Our services, offered at no cost to the client, include transportation, personal care, nutrition, social/recreational activities, home management, advocacy, general companionship, and respite care for caregivers.

What We Do

We provide personalized door through door transportation and help individuals get to the doctor, pick up medication from the pharmacy, attend physical therapy, go to lunch, attend to personal care such as haircuts, help with grocery shopping, and running other errands, all through a trusted Senior Companion who provides ongoing support.

Where We Are

We provide services in Mohave County, specifically in Kingman, Bullhead City, Lake Havasu, and surrounding communities.

For more information, contact:

Heather Brassil

Senior Corps Program Coordinator

Civic Service Institute at NAU

928.715.2200

Heather.Brassil@nau.edu

Mission Statement:

'Providing quality and caring companionship to homebound individuals'



SOLO OF AMERICA

KINGMAN, MOHAVE COUNTY

WHO WE ARE

SOLO of America has been delivering supports for persons with Developmental and Cognitive Disabilities and their families in Mohave County since 2002. We have 2 Day Programs, a thrift store – Renewable Goods and offer Respite in your home or in our licensed certified home. We are open 24/7/365. We are here for you in emergencies as well as your daily / weekly needs.

SERVICES

Currently we offer Home and Community Based Services - Respite, Attendant Care, Habilitation, Day Programs for Adults, Group Supported Employment as well as Job Supports. Transportation to and from our Day Programs as well as supporting individuals at their work site.

All services are planned as a team with the family members, stakeholders, the Department of Disabilities Support Coordinator. Your plan for learning to be more independent is our goal. We are there to help you achieve your hopes, your wants and your dreams.

Transportation is a key element to making these programs successful. We provide door to door safe expedient and comfortable transportation, as the need dictates.

- Transportation to and from our center
- Transportation to and from jobs
- To pay bills, for your shopping needs
- To your activities and events

Our transportation budget is funded by the Division of Developmental Disabilities, donations, and through grants administered by ADOT 5310 for vehicles and operations

For more information, contact
 Liana Neidlinger Founder / Executive Director
 2785 E. Northern Avenue
 Kingman, AZ 86409
 Office (928) 529-5048
 Fax (928) 529-5108
 Email soloofamerica@gmail.com
 Website soloofamerica@gmail.org

Our Mission is to promote Self Organized Living
 Opportunities that enable people to be more independent.



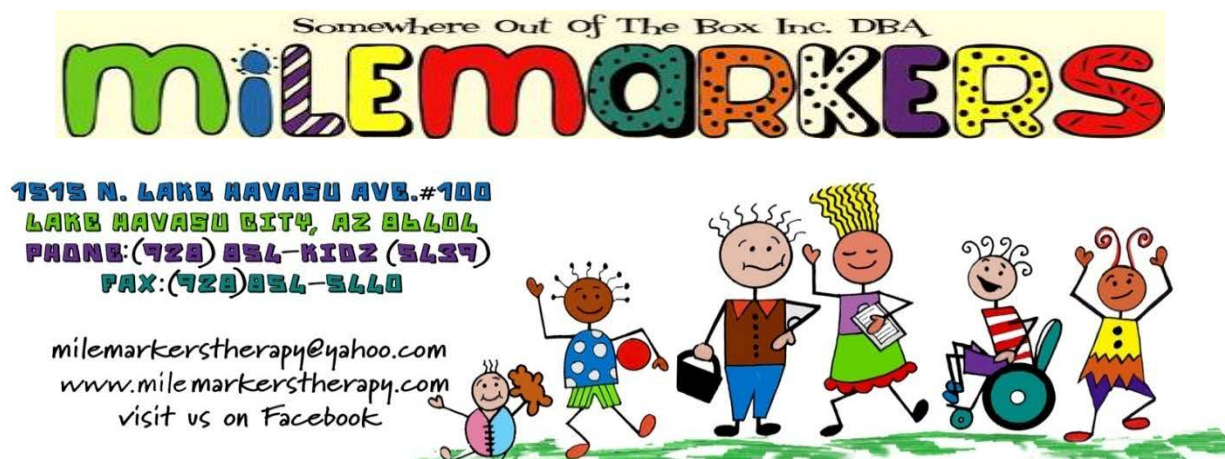
HAVASU MOBILITY
MOBILITY-TRANSPORTATION
PUBLIC WORKS DEPARTMENT

DESCRIPTION

Havasu Mobility is a transportation service provided by the City to transport the elderly, military veterans, and persons with disabilities within our community. Persons who are over the age of 60, military veterans or those who are disabled qualify for our service by completing an application and providing proof of age, proof of military service or a Doctor's verification of disability. Reservations should be made at least the day before travel is needed or up to two weeks in advance for curbside service. Same day appointments may be made if there is room in the schedule. Trip purpose can be medical/dental/therapy appointments, work related trips, trips to the pharmacy, grocery stores, county offices, meals, employment and social activities. Our demand response service operates Monday thru Friday from 8:00 a.m. to 5:00 p.m. and only within the City limits.

MISSION STATEMENT

To provide safe and efficient public transportation to Lake Havasu City's residents and visitors, with an emphasis on seniors, veterans and persons with disabilities within our community thereby improving their quality of life through mobility and independence.



Who we serve:

Any individual with a developmental disability from birth to adult.

What we offer:

We offer Occupational, Physical, and Speech Therapy services, a children's afterschool program, Summer Program for children, an Adult Day Program, Employment Programs, Employment Training Programs, Habilitation, and Parent Aide/Supervised Visitation services through the foster care system.

Where we are located:

1515 N. Lake Havasu Ave #100
Lake Havasu City, AZ 86403

2818 Sweetwater Avenue
Lake Havasu City, AZ 86406

3090 Highway 95
Bullhead City, AZ 86442

How to contact us:

Phone: (928) 854-5439 Fax: (928) 854-5440

Email: milemarkers@milemarkers.us

Web: www.milemarkerstherapy.com

Mission Statement:

Milemarkers Therapy Inc. believes that individuals should have the opportunity to receive therapy services and support in their own community in order to increase their functional independence levels related to language and motor skills. At the heart of our service, planning and delivery are core values that help shape family friendly and diversified services.



New Horizons

LAKE HAVASU CITY, MOHAVE COUNTY

New Horizons

Providing Community Integration for over 45 Years!

Who We Are

New Horizons is a non-profit organization that provides service to people with developmental disabilities (includes: Autism, Epilepsy and Cerebral Palsy in addition to cognitive disabilities).

What We Offer

Services provided include residential options (group homes and semi-independent apartment living), community integrated activity programs with **transportation**, and job support.

When & Where

New Horizons provides needed services 7 days a week / 24 hours per day.

New Horizons serves the Lake Havasu City community including Kingman, Parker, and surrounding areas.

What's New?

New Horizons also transports anyone who needs a ride M-F 2-4 PM and operates Lake Havasu's first Community Garden!

For more information, contact

Terry Delia, CEO

2045 Moyo Dr.

Lake Havasu City, AZ

tdelia@newhorizonsaz.org

928-855-9392

Mission Statement:

It is our mission to provide support systems to consumers and their families that empower each individual to make as many choices as possible without jeopardizing his/her health and safety, and to live with the least possible amount of intrusion and regulation.



LA PAZ COUNTY HEALTH DEPARTMENT **PARKER, La Paz COUNTY**

The La Paz County Health Department administers the operation of La Paz County Transit, a program that was developed to provide low or no cost accessible transportation to the elderly and disabled population.

La Paz County Transit is located in Parker, and serves the majority of the County, including areas over 60 miles away from our facility. We service communities such as Wenden, Salome, and Ehrenberg, which are extremely rural.

Based on the transportation needs of our elderly clients, coupled with our extreme climate in the summer, we are a door to door service.

Most of our clients use our services for trips for banking, grocery shopping, medical appointments, pharmacy, food bank and social activities. We have some special needs clients that we transport to dialysis treatments.

We operate Monday through Thursday from 7am to 4pm. Other hours occasionally, based on need. Reservations must be made at least 24 hours in advance to ensure a ride.

For more information, contact

La Paz County Health Department Transit
Karen Turk
1112 Joshua Avenue #206
Parker AZ 85344

(928) 669-6155
Fax (928) 669-6703

Or visit us at:

<http://www.lpchd.com/transit.html>

Mission Statement:

La Paz County Transit is dedicated to providing safe, affordable and convenient transportation, focusing on the transportation needs of our elderly and disabled residents'



PARKER COMMUNITY SENIOR CENTER

Parker, La Paz County

WHO WE ARE

Parker Community Senior Center (PCSC) provides nutritious congregate meals, Home Delivered Meals, transportation, and other social and educational services to elderly residents throughout La Paz County. Annually, PCSC transportation service provides over 5,600 passenger trips to elderly riders, most of whom are low-income, and approximately 15% of whom are disabled. The service provides them with access to medical appointments, shopping, social opportunities, social services, and other needs.

SERVICES

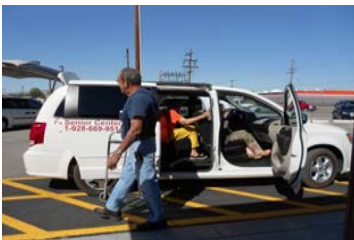
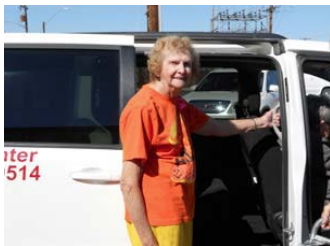
We presently have four trained drivers and 108 unduplicated passengers whom we transport to various services. Our vehicles are based in Parker, but we provide transportation to elderly riders throughout all of La Paz County. We provide transportation to all towns within the primary service area of the County; however, we also offer rides as far away as Yuma, Lake Havasu City, and even Phoenix as needed, particularly for medical appointments and social opportunities.

Our identified unmet needs are: To replace aging minivans that have high mileage and are becoming a maintenance burden.

For more information, contact

Darla Tilley
(928) 669-9514

Or visit us at
<http://www.parkerseniors.com>



Mission Statement:

'Striving to improve quality of life for our senior population through nutrition programs, healthy physical activities, education, recreation, transportation services, and social networking'



HUALAPAI TRIBE

PEACH SPRINGS, MOHAVE COUNTY

WHO WE ARE

The Hualapai Tribe is located in Northwestern Arizona and encompasses about one million acres along 108 miles of the Grand Canyon and Colorado River. The total population of the Hualapai Reservation is about 1,621 of whom 1,353 are tribal members (2000 U.S. Census). Total tribal membership, including members not residing on the reservation, is approximately 2,300. The closest full-service community is Kingman, Arizona located 55 miles west of Peach Springs on historic Route 66.

SERVICES

Transportation for the Elderly has been in place since the 1980's. Non-emergency medical transportation has been in place since 2004 and both are sustained by the Hualapai Tribe, grants and AHCCCS. The service area is within the Hualapai Indian Reservation. Clients are taken anywhere in Arizona and even as far north as Las Vegas or as far east as Albuquerque, depending on the need. Service is available from 4am to 8pm, Monday-Friday, depending on the appointment. There are a total of seven to ten drivers for medical transportation. Transportation schedules are based on the need of each individual and are primarily on demand. However, the dialysis transports are usually fixed on day and time unless a request is made by the client or provider.

As resources allow, transports are done for shopping and other human resource needs. A fee of \$10/100 miles per client is charged for these transports which is sometimes a hardship for clients.

Identified unmet needs include transportation for non-medical transports such as for shopping, food and nutrition, job training, social, recreational, human services, education and job training.

For more information, contact
The Hualapai Health-Education and Wellness'
Transportation Program at 928-769-4188

Mission Statement:

To provide transportation services for the Hualapai community members in a comfortable, reliable and safe manner.



New Horizons Disability Empowerment Center

Together we can make a difference

Who We Are

Born out of the Civil Rights Movement, and empowered by the signing of the American's with Disabilities Act (ADA), NHDEC has been the "go to" for all people with disabilities in Northern Arizona since 1992, and is classified as a Center for Independent Living (CIL). Centers for Independent Living are community-based, cross-disability, non-profit (501c3) organizations that are designed and operated by people with disabilities. The program in which we are seeking financial support falls under Independent Living Skills Training. Individuals whose activities are defined by their disabilities often times develop additional health problems as a result. It is our vision to provide a recreational facility for them that adapts to their disabilities and allows them to overcome these inherent obstacles and live fuller and healthier lives.

What We Offer

New Horizons Disability Empowerment Center provides multiple services, which include our transportation program, employment services program, information and referrals program, advocacy program, computer class, in-home health care program, Veteran's service center, Adaptive Sports Programs, and peer-support group programs.

When

All of New Horizons Disability Empowerment Center's programs are available Monday – Friday from 9am – 5pm with few exceptions. Our transportation program serves clients 6 days.

Where

Our services are mostly centered from our headquarters located at 9400 E. Valley Road. Prescott, AZ. 86314. However, our support groups, and peer to peer mentorship program are all located at different places in the community for ease of access to our clients. New Horizons' transportation program is based out of our headquarters but services clients all over Arizona without them having to come to us.

For more information, contact:

David Seigler
9400 East Valley Road
Dseigler@nhdec.org
928-772-1266

Mission Statement:

"To assist All people with any disability across Northern Arizona to live the most independent, self-directed life possible, while educating the general public on the needs and issues surrounding people with disabilities."



RISE Services

**Maricopa, Yuma, Pinal, Pima, Mohave,
Cochise, Graham, Apache,
and Navajo Counties**

RISE

Helping Adults Live Full, Productive, Independent Lives

Who We Are

RISE is an innovative Human Services Network originally established in 1987 providing services to adults with developmental disabilities. Everything we offer is individually tailored to the needs, skills and personality of our individuals.

What We Offer

In the area of employment, our amazing team of professionals help adults with developmental disabilities find employment that fits their skills, preferences, and schedules. Our staff acts as an advocate working with local employers to find, or even create suitable employment opportunities.

Where

RISE provides services in Maricopa, Yuma, Pinal, Pima, Mohave,
Cochise, Graham,
Apache and Navajo Counties.

For more information, contact:

Julie Montoya Program Administrator of Operations
4554 East Inverness Ave. Suite 216
juliem@riseservicesinc.org
480-295-4932

Mission Statement:

Creating Opportunities for and with People

8. New Programs

The Agencies and Tribes listed below have indicated they would like to participate in the regional transportation coordination efforts and will be applying for funding, in either 5310 or/and 5311 programs in 2019 &/or 2020. Each program or agency has attended at least one Coordinated Council meeting in 2017-2018.

<i>New Potential Providers</i>	<i>Location</i>	<i>Comments</i>

9. Regional Operating Statistics

AGENCY	# VEHICLES	ANNUAL MILEAGE	ANNUAL TRIPS	ANNUAL HOURS	ANNUAL RIDERSHIP
Bullhead Area Transit	11	269,559	180,050	18,063	N/P
Kingman Area Transit	11	192,291	111,025	14,504	N/P
Camel Express	3	40,297	4,818	2,321	104
Hual'Bay Transit	6	148,195	4,103	5,014	54,189
Kaibab Band of Paiute Indians	9	87,867	3,675	4,564	114
Total (5311 Programs)	40	738,209	303,671	44,466	54,407
Senior Companion Program (NAU)	0	42,344	5,840	13,766	3,929
Mohave County ARC	4	49,922	10,228	1,902	5,470
Solo of America	N/P	N/P	N/P	N/P	N/P
River Valley Senior Center	1	22,379	1,980	1,737	N/P
WestCare AZ 1, Inc.	19	287,975	3,779	7,421	208
Hualapai Tribe-Health Department	7	144,330	4,463	4,788	2,300
La Paz Health Department	7	35,917	6,127	1,598	99
Parker Senior Center	4	31,421	1,549	1,219	464
Havasu Mobility	6	52,407	10,811	5,390	6,000
New Horizons Center for People w/Special needs	28	143,015	50,209	20,592	17,845
Milemarkers Therapy	23	103,482	23,566	2,080	110
NAZCARE	5	170,221	20,352	37,056	20,352
New Horizons Disability Empowerment Center	18	397,596	26,279	8,835	26,402
RISE, Inc.	13	39,780	1,700	1,500	1,997
Total (5310 Programs)	135	1,520,789	166,883	107,884	85,176
REGIONAL TOTAL	175	2,258,998	470,554	152,350	139,583

Note: These numbers reported by service providers and were not verified by WACOG.

N/A – Not applicable (new program - data not collected for FY2016-17), N/P – Information not provided

10. Federal Mandate Discussion

During our regularly scheduled bi-monthly Coordinated Council meetings, communications from the WACOG Mobility Manager, and our grant writing/management workshops, eligibility requirements for agencies to receive federal funding through ADOT's 5300 programs were presented and discussed.

Eligibility requirements are:

- Provided service to seniors (65 years and over) and/or persons with disabilities of all ages.
 - Agencies may transport to a broader range of clientele, but the focus of the program is transporting seniors and/or individuals who have disabilities.
- Participate in creation/update WACOG's Coordination Plan
- Provide the required information:
 - Six-year planning documents
 - Overview of agency's program and activities
 - Vehicle Inventory
 - Data Collection Sheets
- Participate in Coordinated Council meetings:
 - February, April, June, August, October, December
 - Agendas and Minutes are available at: www.wacog.com

Annual project request amendment process:

Project requests for 5310 grant funding must be included in the Regional Transportation Coordination Plan annual update to be considered by ADOT. This amendment process has been created to ensure a fair and public process for all in the WACOG region.

Amendment requests to the Transportation Coordination Plan require notice and opportunities for citizens and agencies to obtain information about the project proposal, raise concerns and provide objections or support. For that reason, the annual update process is made known through an announcement at the August Coordinated Council meeting to all programs prior to the start of the update process. Project requests and annual data is due to the Mobility Manager no later than September 28, 2018. A draft of the update will be presented to the Coordinated Council at the October Coordinated Council meeting. This is the Council's opportunity to review, amend and approve the plan.

Due to the FTA requirement for public notice and involvement, all project amendment requests must be received and approved by the Coordinated Council no later than November 9, 2018, in order to allow for the required 45-day public review period. If a project amendment request is submitted to the Mobility Manager prior to the November 9th deadline, approval/denial of the amendment will be obtained through email notification to all Coordinated Council members and a request for an email vote. New project proposals submitted after the October meeting will be ranked at the bottom of the project ranking list to ensure that other project requests are not unfairly moved down in ranking by a late project request. Amended project proposals will be ranked the same as the original proposal unless the amendment changes the proposal amount by more than \$10,000. If the amended project proposal changes the amount by more than \$10,000, it will be treated as a new project proposal.

11. Prior Year Awards

Coordinated Mobility Program - Section 5310						
FY2016 - Grant Awards						
Rural Capital 2016						
WACOG Rural Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
Achieve Human Services, Inc.	Minivan no ramp	Expansion	Kingman	\$22,698	\$20,428	\$2,270
WestCare Arizona Inc.	Minivan no ramp	Replacement	Bullhead City	\$22,698	\$20,428	\$2,270
WestCare Arizona Inc.	Minivan no ramp	Replacement	Bullhead City	\$22,698	\$20,428	\$2,270
WestCare Arizona Inc.	Minivan w/ramp	Expansion	Bullhead City	\$43,597	\$38,237	\$4,360
WACOG Rural - Total Capital				\$111,691	\$99,521	\$11,170
Small Urban - Capital 2016						
LHMPO Small Urban Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
Achieve Human Services	Minivan w/ramp	Replacement	Lake Havasu	\$43,597	\$39,237	\$4,360
New Horizons Center Inc.	9 Passenger Cutaway w/lift	Replacement	Lake Havasu	\$62,749	\$56,474	\$6,275
New Horizons Center Inc.	9 Passenger Cutaway w/lift	Replacement	Lake Havasu	\$62,749	\$56,474	\$6,275
New Horizons Center Inc.	Minivan w/ramp	Replacement	Lake Havasu	\$43,597	\$39,237	\$4,360
Havas Mobility	Minivan w/ramp	Replacement	Lake Havasu	\$43,597	\$39,237	\$4,360
Havas Mobility	Minivan w/ramp	Replacement	Lake Havasu	\$43,597	\$39,237	\$4,360
LHMPO Total Capital				\$299,886	\$269,896	\$29,990
Rural Operating 2016						
WACOG Rural Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Arizona Board of Regents - NAU	Operating	Continuation	Kingman	\$80,000	\$40,000	\$40,000
La Paz County Health Dept.	Operating	Continuation	Parker	\$50,000	\$25,000	\$25,000
Hualapai Indian Tribe	Operating	Continuation	Peach Springs	\$40,000	\$20,000	\$20,000
WACOG Rural - Total Operating				\$170,000	\$85,000	\$85,000
Small Urban OPERATING 2016						
LHMPO Small Urban Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
LHMPO Total Operating				\$0	\$0	\$0
Mobility Management 2016						
WACOG Mobility Management Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
WACOG	Mobility Manager - Rural	Continuation	Mohave & LaPaz Counties	\$53,750	\$43,000	\$10,750
WACOG	Mobility Manager - Small Urban - LHMPO	Continuation	Lake Havasu	\$58,750	\$47,000	\$11,750
Mobility Management Total				\$112,500	\$90,000	\$22,500
TOTAL for WACOG	\$694,077					

**Coordinated Mobility Program - Section 5310
FY2017 - Grant Awards**

Rural Capital 2017

WACOG Rural Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
Hualapai Indian Tribe	7 Passenger Minivan w/ramp	Replacement	Peach Springs	\$47,430	\$42,687	\$4,743
WestCare Arizona Inc.	7 Passenger Minivan w/ramp	Replacement	Bullhead City	\$47,430	\$42,687	\$4,743
WestCare Arizona Inc.	7 Passenger Minivan no ramp	Replacement	Bullhead City	\$27,321	\$24,589	\$2,732
NazCare Inc.	12 Passenger Van no lift	Replacement	Bullhead City	\$32,130	\$28,917	\$3,213
WACOG Rural - Total Capital				\$154,311	\$138,880	\$15,431

Small Urban - Capital 2017

LHMPO Small Urban Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
Achieve Human Services	12 Passenger Van no lift	Replacement	Lake Havasu	\$32,130	\$28,917	\$3,213
Achieve Human Services	12 Passenger Van no lift	Replacement	Lake Havasu	\$32,130	\$28,917	\$3,213
Somewhere Out of the Box	14 Passenger Cutaway w/lift	Replacement	Lake Havasu	\$70,380	\$63,342	\$7,038
New Horizons Center Inc.	14 Passenger Cutaway w/lift	Replacement	Lake Havasu	\$67,720	\$60,948	\$6,772
New Horizons Center Inc.	14 Passenger Cutaway w/lift	Replacement	Lake Havasu	\$67,720	\$60,948	\$6,772
New Horizons Center Inc.	Minivan w/ramp	Replacement	Lake Havasu	\$47,430	\$42,687	\$4,743
New Horizons Center Inc.	Minivan w/ramp	Replacement	Lake Havasu	\$47,430	\$42,687	\$4,743
LHMPO Total Capital				\$364,940	\$328,446	\$36,494

Rural Operating 2017

WACOG Rural Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Arizona Board of Regents - NAU	Operating	Continuation	Mohave County	\$68,966	\$34,483	\$34,483
WestCare Arizona I Inc.	Operating	New	Bullhead City	\$36,000	\$18,000	\$18,000
Hualapai Indian Tribe	Operating	Continuation	Peach Springs	\$40,000	\$20,000	\$20,000
WACOG Rural - Total Operating				\$144,966	\$72,483	\$72,483

Small Urban OPERATING 2017

LHMPO Small Urban Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Somewhere Out of the Box	Operating	New	Lake Havasu	\$50,000	\$25,000	\$25,000
LHMPO Total Operating				\$50,000	\$25,000	\$25,000

Mobility Management 2017

WACOG Mobility Management Award	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
WACOG	Mobility Manager - Rural	Continuation	Mohave & LaPaz Counties	\$53,750	\$43,000	\$10,750
WACOG	Mobility Manager - Small Urban - LHMPO	Continuation	Lake Havasu	\$58,750	\$47,000	\$11,750
Mobility Management Total				\$112,500	\$90,000	\$22,500

TOTAL for WACOG	\$826,716
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**Coordinated Mobility Program - Section 5310
FY2018 - Grant Awards**

Rural Capital 2018						
WACOG Rural Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
Somewhere Out of the Box	Minivan no ramp (8355)	Replacement	Bullhead City	\$28,060	\$22,448	\$5,612
Somewhere Out of the Box	Minivan no ramp (1356)	Replacement	Bullhead City	\$28,060	\$22,448	\$5,612
Somewhere Out of the Box	Cutaway with lift - 14 passenger - 4x4 (6031)	Replacement	Bullhead City	\$72,450	\$57,960	\$14,490
Mohave County ARC	Maxivan no Lift (8972)	Replacement	Kingman	\$33,737	\$26,989	\$6,747
Mohave County ARC	Maxivan no Lift (8863)	Replacement	Kingman	\$33,737	\$26,989	\$6,747
Mohave County ARC	Preventative Maintenance	New	Kingman	\$10,000	\$8,000	\$2,000
NAZCARE Inc.	Maxivan no Lift (7336)	Replacement	Bullhead City	\$33,737	\$26,989	\$6,747
Hualapai Indian Tribe	Minivan with ramp (2947)	Replacement	Peach Springs	\$48,825	\$39,060	\$9,765
Rise Services Inc.	Minivan with ramp (454)	Replacement	Kingman	\$48,825	\$39,060	\$9,765
Rise Services Inc.	Cutaway with lift - 14 passenger (453)	Replacement	Kingman	\$72,450	\$57,960	\$14,490
New Horizons Disability Empowerment Center	Preventative Maintenance	New	Kingman	\$6,250	\$5,000	\$1,250
WACOG Rural - Total Capital				\$416,131	\$332,903	\$83,228
Small Urban - Capital 2018						
LHMPO Small Urban Capital Awards	Award Description	Replacement Expansion	Location	Total Cost	Federal Portion	Local Match
New Horizons Center for People with Special Needs	Minivan with ramp (2546)	Replacement	Lake Havasu City	\$48,825	\$39,060	\$9,765
New Horizons Center for People with Special Needs	Minivan with ramp (8614)	Replacement	Lake Havasu City	\$48,825	\$39,060	\$9,765
New Horizons Center for People with Special Needs	Minivan with ramp (6046)	Replacement	Lake Havasu City	\$48,825	\$39,060	\$9,765
New Horizons Center for People with Special Needs	Minivan with ramp (0294)	Replacement	Lake Havasu City	\$48,825	\$39,060	\$9,765
New Horizons Center for People with Special Needs	Preventative Maintenance	New	Lake Havasu City	\$16,250	\$13,000	\$3,250
Lake Havasu City	Minivan with ramp (2397)	Replacement	Lake Havasu City	\$48,825	\$39,060	\$9,765
LHMPO Total Capital				\$260,375	\$208,300	\$52,075
Rural Operating 2018						
WACOG Rural Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Arizona Board of Regents - NAU	Operating	Continuation	Mohave County	\$45,000	\$22,500	\$22,500
WACOG Rural - Total Operating				\$45,000	\$22,500	\$22,500

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Small Urban OPERATING 2018						
LHMPO Small Urban Operating Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Somewhere Out of the Box	Operating	Continuation	Lake Havasu	\$50,000	\$25,000	\$25,000
LHMPO Total Operating				\$50,000	\$25,000	\$25,000
Mobility Management 2018						
WACOG Mobility Management Awards	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
New Horizons Disability Empowerment Center	Technology Request	New	Mohave County	\$6,250	\$5,000	\$1,250
WACOG	Mobility Manager - Rural	Continuation	Mohave & LaPaz Counties	\$53,750	\$43,000	\$10,750
WACOG	Mobility Manager - Small Urban - LHMPO	Continuation	Lake Havasu	\$58,750	\$47,000	\$11,750
Mobility Management Total				\$118,750	\$95,000	\$23,750
Waiting List 2018						
WACOG wait list	Award Description	New Expansion Continuation	Location	Total Cost	Federal Portion	Local Match
Westcare Arizona Inc.	Operating	Continuation	Bullhead City	\$18,000	\$9,000	\$9,000
Total Wait List				\$18,000	\$9,000	\$9,000
TOTAL for WACOG/LHMPO		\$890,256				

** The award amounts are based on estimates. The exact amount will be provided to you with your contract, but will be within a small margin of change.

12. Proposed Regional Projects

Coordinated Mobility Program - Section 5310
FY2019 - Proposed Project Requests

Rural Capital 2019							
Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share & Admin Fee	FTA Share
Hualapai Tribe Health, Education & Wellness	1	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
Hualapai Tribe Health, Education & Wellness	2	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
Hualapai Tribe Health, Education & Wellness	4	Capital	New	Prevenative Maintenance	\$14,000	\$7,000	\$7,000
La Paz County Health Dept	2	Capital	Replacement	Minivan w/Ramp (7 passenger)	\$48,875	\$10,752	\$38,123
Mohave County ARC	1	Capital	Replacement	Cutaway w/Lift (9 passenger)	\$69,712	\$15,337	\$54,375
Mohave County ARC	2	Capital	Expansion	Van no Lift (12 passenger)	\$33,737	\$7,422	\$26,315
Mohave County ARC	4	Capital	Continuation	Prevenative Maintenance	\$6,500	\$1,300	\$5,200
Somewhere Out of the Box	2	Capital	Replacement	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
Somewhere Out of the Box	4	Capital	Replacement	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Disability Empowerment Center	1	Capital	Expansion	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Disability Empowerment Center	2	Capital	Expansion	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Disability Empowerment Center	4	Capital	Continuation	Prevenative Maintenance	\$25,000	\$5,000	\$20,000
Parker Senior Center	1	Capital	Replacement	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
RISE Inc.	1	Capital	Replacement	Cutaway w/Lift (14 passenger)	\$72,450	\$15,939	\$56,511
RISE Inc.	4	Capital	Replacement	Cutaway w/Lift (9 passenger)	\$69,712	\$15,337	\$54,375
RISE Inc.	5	Capital	Replacement	Minivan w/Ramp (7 passenger)	\$48,875	\$10,752	\$38,123
WACOG Rural - Total Capital					\$662,055	\$148,940	\$513,115
Rural Operating 2019							
Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
NAU - Senior Companion Program	1	Operating	Continuation	Operating Funds	\$99,170	\$49,585	\$49,585
La Paz County Health Dept	1	Operating	New	Operating Funds	\$30,000	\$15,000	\$15,000
Hualapai Tribe Health Dept	3	Operating	New	Operating Funds	\$40,000	\$20,000	\$20,000
Mohave County ARC	3	Operating	New	Operating Funds	\$3,500	\$1,750	\$1,750
New Horizons Disability Empowerment Center		Operating	New	Operating Funds	\$120,000	\$60,000	\$60,000
WACOG Rural - Total Operating					\$292,670	\$146,335	\$146,335
Rural Capital - Mobility Management 2019							
WACOG - Rural	1	Capital	Continuation	Mobility Management Rural	\$53,750	\$10,750	\$43,000
New Horizons Disability Empowerment Center	3	Capital	Continuation	Mobility Management - Tablets for new vehicles & software upgrades	\$13,000	\$1,200	\$3,900
Mobility Management Total					\$66,750	\$11,950	\$46,900
			Total Rural		\$1,021,475		
Small Urban - Capital 2019							
Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
Havas Mobility	2	Capital	Replacement	Cutaway with Lift (9 passenger)	\$69,712	\$15,337	\$54,375
Somewhere Out of the Box	1	Capital	Replacement	Cutaway with Lift (14 passenger)	\$72,450	\$15,939	\$56,511
NAZCARE, Inc.	1	Capital	Replacement	Van no lift (12 passenger)	\$33,737	\$7,422	\$26,315
New Horizons Center for People w/Special Needs	1	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
New Horizons Center for People w/Special Needs	2	Capital	Replacement	Minivan with Ramp (7 passenger)	\$48,825	\$10,741	\$38,084
New Horizons Center for People w/Special Needs	3	Capital	Continuation	Prevenative Maintenance	\$25,000	\$5,000	\$20,000
Rise Inc.	2	Capital	Expansion	Cutaway with Lift (9 passenger)	\$69,712	\$15,337	\$54,375
Rise Inc.	3	Capital	Expansion	Cutaway with Lift (14 passenger)	\$69,712	\$15,337	\$54,375
WACOG Small Urban - Total Capital					\$455,595	\$99,731	\$355,864
Small Urban OPERATING 2019							
Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
Havas Mobility	1	Operating	New	Operating Funds	\$50,000	\$25,000	\$25,000
Somewhere Out of the Box	2	Operating	Continuation	Operating Funds	\$50,000	\$25,000	\$25,000
LHMPO Total Operating					\$100,000	\$50,000	\$50,000
Small Urban Capital - Mobility Management 2019							
Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
WACOG - Small Urban	2	Capital	Continuation	Mobility Management Small Urban	\$58,750	\$11,750	\$47,000
Mobility Management Total					\$58,750	\$11,750	\$47,000
			Total Small Urban		\$614,345		
				WACOG RegionTotal		\$1,635,820	

**Coordinated Mobility Program - Section 5310
FY2020 - Proposed Project Requests**

Rural Capital 2020

Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share & Admin Fee	FTA Share
Hualapai Tribe Health, Education & Wellness	1	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
Hualapai Tribe Health, Education & Wellness	2	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
Hualapai Tribe Health, Education & Wellness	4	Capital	New	Preventative Maintenance	\$14,000	\$7,000	\$7,000
La Paz County Health Dept	2	Capital	Replacement	Cutaway w/Lift (14 passenger)	\$72,450	\$15,939	\$56,511
Mohave County ARC	2	Capital	Continuation	Preventative Maintenance	\$6,500	\$1,300	\$5,200
New Horizons Disability Empowerment Center	1	Capital	Expansion	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Disability Empowerment Center	2	Capital	Expansion	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Disability Empowerment Center	5	Capital	Continuation	Preventative Maintenance	\$25,000	\$5,000	\$20,000
Parker Senior Center	1	Capital	Replacement	Van no lift (12 passenger)	\$33,737	\$7,422	\$26,315
RISE Inc.	1	Capital	Replacement	Cutaway w/Lift (14 passenger)	\$72,450	\$15,939	\$56,511
WACOG Rural - Total Capital					\$413,151	\$94,182	\$318,969

Rural Operating 2020

Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
NAU - Senior Companion Program	1	Operating	Continuation	Operating Funds	\$99,170	\$49,585	\$49,585
La Paz County Health Dept	1	Operating	New	Operating Funds	\$30,000	\$15,000	\$15,000
Hualapai Tribe Health Dept	3	Operating	New	Operating Funds	\$40,000	\$20,000	\$20,000
Mohave County ARC	1	Operating	Continuation	Operating Funds	\$3,500	\$1,750	\$1,750
New Horizons Disability Empowerment Center	3	Operating	New	Operating Funds	\$120,000	\$60,000	\$60,000
WACOG Rural - Total Operating					\$292,670	\$146,335	\$146,335

Rural Capital - Mobility Management 2020

WACOG - Rural	1	Capital	Continuation	Mobility Management Rural	\$53,750	\$10,750	\$43,000
New Horizons Disability Empowerment Center	4	Capital	Continuation	Mobility Management - Tablets for new vehicles & software upgrades	\$15,000	\$3,000	\$12,000
Mobility Management Total					\$68,750	\$13,750	\$55,000
Total Rural					\$774,571		

Small Urban - Capital 2020

Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
Havasu Mobility	2	Capital	Replacement	Transit Connect	\$66,447	\$14,618	\$51,829
Somewhere Out of the Box	1	Capital	Replacement	Cutaway with Lift (14 passenger)	\$72,450	\$15,939	\$56,511
Somewhere Out of the Box	3	Capital	Replacement	Minivan no ramp (7 passenger)	\$28,060	\$6,173	\$21,887
New Horizons Center for People w/Special Needs	1	Capital	Replacement	Minivan with Ramp (7 passenger)	\$48,825	\$10,741	\$38,084
New Horizons Center for People w/Special Needs	2	Capital	Replacement	Minivan with Ramp (7 passenger)	\$48,825	\$10,741	\$38,084
New Horizons Center for People w/Special Needs	3	Capital	Replacement	Minivan with Ramp (7 passenger)	\$48,825	\$10,741	\$38,084
New Horizons Center for People w/Special Needs	4	Capital	Continuation	Preventative Maintenance	\$25,000	\$5,000	\$20,000
Rise Inc.	2	Capital	Expansion	Cutaway with Lift (9 passenger)	\$69,712	\$15,337	\$54,375
Rise Inc.	3	Capital	Expansion	Cutaway with Lift (9 passenger)	\$69,712	\$15,337	\$54,375
WACOG Small Urban - Total Capital					\$477,856	\$104,627	\$373,229

Small Urban OPERATING 2020

Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
Havasu Mobility	1	Operating	New	Operating Funds	\$50,000	\$25,000	\$25,000
Somewhere Out of the Box	2	Operating	Continuation	Operating Funds	\$50,000	\$25,000	\$25,000
LHMPD Total Operating					\$100,000	\$50,000	\$50,000

Small Urban Capital - Mobility Management 2019

Applicant	Agency Priority	Project Type	Project Status	Project Description	Total Project Cost	Local Share	FTA Share
WACOG - Small Urban	2	Capital	Continuation	Mobility Management Small Urban	\$58,750	\$11,750	\$47,000
Mobility Management Total					\$58,750	\$11,750	\$47,000
Total Small Urban					\$636,606		

WACOG RegionTotal

\$1,411,177

13. Explanation of the Prioritization Process

Prioritization of projects in the WACOG region is done using a system developed by the WACOG Transportation Program staff. This system uses the weights and evaluation focus that the ADOT Coordinated Mobility Program guidebook explains under Project Evaluation Criteria. The three main categories are:

- Project Management Criteria – 20%
- Coordination Criteria – 40%
- Project Specific Criteria – 40%

The following is a general list of the evaluation categories and subcategories with weights and the evaluation focus for each category.

- Project Management Criteria = 20% of the overall score or 20 points total
 - Programs applying that are a current 5310 program will receive points based on submittal of the required quarterly reports to the WACOG Mobility Manager at 5 points per quarter total up to 20 points for 4 quarters submitted.
 - Quarterly submitted on time = 5 points
 - Quarterly submitted late, up to 15 days past deadline = 2.5 points
 - Quarterly not submitted or submitted past 15 days of deadline = 0 points
 - Programs applying as a new 5310 applicants will receive points based on attendance of at least one Coordinated Council Meeting and submittal of Coordination Plan data collection.
 - Attended the required meeting **and** provided the necessary data to be included in the Coordination Plan = 20 points
 - Attended the required meeting **or** provided the necessary data to be included in the plan = 10 points
 - Did not attend the required meeting and/or provide data for plan = 0 points
- Coordination Criteria = 40% of the overall score or 40 points total
 - Programs will receive points based on participation in Coordinated Council meetings either in person or by phone at 2 points per meeting with 6 meetings a year totaling 12 points possible.
 - Programs will receive points up to 12 points based on submission of annual Coordination Plan Specific Data to the WACOG Mobility Manager. Examples of annual documents requested are operations data, vehicle inventory, vehicle availability, five-year planning documents, project requests and any other documents needed for creation/update of the Coordination Plan.
 - Data submitted on time = 12 points
 - Data submitted late, up to 15 days past deadline = 6 points
 - Data not submitted or submitted past 15 days of deadline = 0 points
 - Programs will receive up to 16 points for coordination with other programs and Human Service Providers. *(All coordination must have been reported in the quarterly reports submitted to Mobility Manager to be eligible for points.)*
 - Coordination such as meetings with other providers for MOU's, referring clients to each other's programs, shared training, discussions for covering local area gaps through agency to agency services, referring and sharing other provider's information, education to other human service providers on transit operations/options = 8 points
 - Sharing of program equipment such as dispatching or software (i.e., training software) = 4 points
 - Sharing of program vehicles with other 5310 programs or for local community events = 4 points
 - Programs applying as a new 5310 applicants will receive points based on submittal of annual Coordination Plan Specific data and a coordination goals summary which will explain how the new program plans to coordinate with other providers and a timeline for when this will be implemented.

- New applicants will receive points up to 20 points based on submission of annual Coordination Plan Specific Data to the WACOG Mobility Manager. Examples of annual documents requested are operations data, vehicle inventory, vehicle availability, five-year planning documents, project requests and any other documents needed for creation/update of the Coordination Plan.
 - Data submitted on time = 20 points
 - Data submitted late up to 15 days past deadline = 10 points
 - Data not submitted or submitted past 15 days of deadline = 0 points
- New applicants will receive 10 points for submittal of a coordination goals summary and timeline.
- New applicants will receive 10 points for submittal of MOU/Agreements with other 5310 providers to coordinate use of equipment and/or vehicles.
- Project Specific Criteria = 40% of the overall score or 40 points total
 - Programs applying for Replacement Capital will receive up to 40 points based on current capital weights.
 - Age of vehicle replacing up to 10 points - 2 points per year up to 5 years.
 - Current mileage of vehicle up to 10 points - 1 point per 10,000 miles up to 100,000 miles
 - The condition of vehicle/need-based up to 10 points - this will be determined by if the program is complying with the annual EQS inspection requirement for the vehicle that is to be replaced. If the program is in compliance with EQS inspection they will receive 5 points, and then they can receive points based on the self-reported condition of the vehicle to be replaced;
 - ✓ Excellent condition = 1 point (*Relatively new, no mechanical problems*)
 - ✓ Good condition = 2 points (*well-maintained, no ongoing mechanical problem, shows minor wear.*)
 - ✓ Fair condition = 3 points (*Near midpoint of useful life, obvious signs of wear, regular maintenance keeps it safe and operable, but costs exceed the norm.*)
 - ✓ Poor condition = 4 points (*Becoming unsafe/unreliable to operate*)
 - ✓ Failure condition = 5 points (*Impossible or unsafe to use*)
 - The condition reported by the program must be supported by the EQS summary report or some other certified documentation of condition.
 - ✓ Note: If the program is not in compliance with EQS inspection requirement they will receive 0 points regardless of the reported condition of the vehicle unless proof can be provided as to why it is impossible to comply with EQS inspection, such as vehicle is inoperable. Certification of the inoperable vehicle must be provided by a certified mechanic.
 - Regional resource utilization of capital equipment up to 10 points
 - 5310 Agency to agency shared use of vehicles = 7.5 points
 - 5310 Agency to agency shared use of equipment = 2.5points
 - ✓ *Capital equipment sharing must be reported in the quarterly reports submitted to the Mobility Manager to be eligible for points.*
- Programs applying for New/Expansion Capital will receive up to 40 points
 - If new/expansion capital will be used to provide coverage in a geographic area that has been identified as a gap in service in the WACOG region, they will receive 20 points
 - Need for new/expansion capital based on existing fleet capacity to be determined by the average of current capital usage based on hours of operation up to 10 points.
 - Regional resource utilization (*planned for new applicants*) of capital equipment up to 10 points
 - 5310 Agency to agency shared use of vehicles = 7.5 points
 - 5310 Agency to agency shared use of equipment = 2.5 points
 - ✓ *Capital equipment sharing must be reported in the quarterly reports submitted to the Mobility Manager to be eligible for points.*

✓ *New requests will receive points by submitting a detailed plan on how they will share capital equipment upon receipt.*

- Programs applying for Preventative Maintenance will receive up to 40 points
 - Average current mileage of all on lien vehicles in the fleet up to 10 points - 1 point per 10,000 miles up to 100,000 miles - 10 points possible
 - Complying with the annual EQS inspection requirements for all on lien vehicles in the fleet. If the program is in compliance with EQS inspection, they will receive 10 points for on-time inspections and 5 points for late inspections – 10 points possible
 - Current fleet contains at least 1 ADA Accessible vehicle. – 20 points possible.
 - ✓ 20 points for a vehicle with a lift
 - ✓ 10 points for a vehicle with a ramp
 - ✓
- Programs applying for Mobility Management will receive up to 40 points
 - Support to plan and implement coordinated services up to 10 points - 5-points for creation/management of the regional Coordination Plan. 5 points if the agency acts as a regional liaison between 5310 service providers.
 - Support of State and local Coordination policy boards and councils up to 10 points - Plans and presides over the regional Coordinated Council – 7.5 points. Member of the State Mobility Management Council - 2.5 points
 - Technology that directly supports a Mobility Management and/or is to be used in coordination with other regional 5310 agencies - 10 points.
 - Coordination of 5310 services and providers in the region to ensure that needs of target populations are being met – 10 points.
- Programs applying for Operating funding either Existing or New will receive up to 40 points
 - Services provided with priority to seniors and individuals with disabilities but also open to the general public will receive 10 points.
 - ✓ 5 points can be awarded if plans are in place for current year to begin providing services to the general public with priority to seniors and individual with disabilities.
 - Programs applying for operating funds must have a board/council approved budget that has been submitted to the Mobility Manager = 10 points
 - Programs applying for operating funds must have the ability to provide local match in approved budget or proper in-kind match plan that has been submitted to the Mobility Manager = 10 points
 - Programs applying for operating funds must have/follow a procurement code that meets at a minimum, FTA procurement requirements that have been submitted to the Mobility Manager = 5 points
 - New programs applying for operating funds must have an implementation plan that has been submitted to the Mobility Manager = 5 points
 - Existing programs applying for continued operating funds must currently be effective and meeting ADOT performance indicators = 5 points
 - ✓ ADOT performance indicators include;
 - Financial Management
 - Asset Management
 - And the Safe provision of services.

**See 5310 program guidebook for further explanation.*

14. Regional Projects – Prioritization List

Rural Capital 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
Mohave County ARC	\$5,200	\$1,300	\$6,500	90.2044	4	1
Mohave County ARC	\$26,315	\$7,422	\$33,737	81.0000	2	2
New Horizons Disability Empowerment Center	\$20,000	\$5,000	\$25,000	79.0854	4	3
Mohave County ARC	\$54,375	\$15,337	\$69,712	77.2802	1	4
Hualapai Tribe Health, Education & Wellness	\$7,000	\$7,000	\$14,000	75.7178	4	5
Parker Senior Center	\$21,887	\$6,173	\$28,060	75.0085	1	6
Somewhere Out of the Box	\$21,887	\$6,173	\$28,060	75.0000	4	7
Somewhere Out of the Box	\$21,887	\$6,173	\$28,060	73.1217	2	8
Hualapai Tribe Health, Education & Wellness	\$51,829	\$14,618	\$66,447	71.0000	1	9
Hualapai Tribe Health, Education & Wellness	\$51,829	\$14,618	\$66,447	71.0000	2	10
New Horizons Disability Empowerment Center	\$21,887	\$6,173	\$28,060	67.5000	1	11
New Horizons Disability Empowerment Center	\$21,887	\$6,173	\$28,060	67.5000	2	12
RISE Inc.	\$56,511	\$15,939	\$72,450	67.0000	1	13
RISE Inc.	\$54,375	\$15,337	\$69,712	66.0000	4	14
RISE Inc.	\$38,123	\$10,752	\$48,875	66.0000	5	15
La Paz County Health Dept	\$38,123	\$10,752	\$48,875	59.5000	2	16
Rural Operating 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
NAU - Senior Companion Program	\$49,585	\$49,585	\$99,170	92.0000	1	1
Mohave County ARC	\$1,750	\$1,750	\$3,500	82.0000	3	2
Hualapai Tribe Health Dept	\$20,000	\$20,000	\$40,000	81.0000	3	3
New Horizons Disability Empowerment Center	\$60,000	\$60,000	\$120,000	67.5000	5	4
La Paz County Health Dept	\$15,000	\$15,000	\$30,000	65.5000	1	5
Rural Capital - Mobility Management 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
WACOG	\$43,000	\$10,750	\$53,750	82.0000	1	1
New Horizons Disability Empowerment Center	\$3,900	\$1,200	\$13,000	50.0000	3	2
Small Urban - Capital 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
New Horizons Center for People w/Special Needs	\$20,000	\$5,000	\$25,000	92.0364	3	1
New Horizons Center for People w/Special Needs	\$51,829	\$14,618	\$66,447	91.5000	1	2
New Horizons Center for People w/Special Needs	\$38,084	\$10,741	\$48,825	90.5000	2	3
Havasu Mobility	\$54,375	\$15,337	\$69,712	86.0755	2	4
Somewhere Out of the Box	\$56,511	\$15,939	\$72,450	75.0000	1	5
Rise Inc.	\$54,375	\$15,337	\$69,712	59.5000	2	6
Rise Inc.	\$54,375	\$15,337	\$69,712	59.5000	3	7
NAZCARE, Inc.	\$26,315	\$7,422	\$33,737	49.6667	1	8
Small Urban OPERATING 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
Havasu Mobility	\$25,000	\$25,000	\$50,000	91.5000	1	1
Somewhere Out of the Box	\$25,000	\$25,000	\$50,000	82.0000	2	2
Small Urban Capital - Mobility Management 2019						
Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
WACOG	\$47,000	\$11,750	\$58,750	82.0000	2	1

Rural Capital 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
Mohave County ARC	\$5,200	\$1,300	\$6,500	90.2044	2	1
New Horizons Disability Empowerment Center	\$20,000	\$5,000	\$25,000	79.0854	5	2
Hualapai Tribe Health, Education & Wellness	\$7,000	\$7,000	\$14,000	75.9543	4	3
Parker Senior Center	\$26,315	\$7,422	\$33,737	70.9969	1	4
Hualapai Tribe Health, Education & Wellness	\$51,829	\$14,618	\$66,447	70.1012	1	5
RISE Inc.	\$56,511	\$15,939	\$72,450	69.5000	1	6
Hualapai Tribe Health, Education & Wellness	\$51,829	\$14,618	\$66,447	69.1012	2	7
New Horizons Disability Empowerment Center	\$21,887	\$6,173	\$28,060	67.5000	1	8
New Horizons Disability Empowerment Center	\$21,887	\$6,173	\$28,060	67.5000	2	9
La Paz County Health Dept	\$56,511	\$15,939	\$72,450	50.6023	2	10

Rural Operating 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
NAU - Senior Companion Program	\$49,585	\$49,585	\$99,170	92.0000	1	1
Mohave County ARC	\$1,750	\$1,750	\$3,500	82.0000	1	2
Hualapai Tribe Health Dept	\$20,000	\$20,000	\$40,000	81.0000	3	3
New Horizons Disability Empowerment Center	\$60,000	\$60,000	\$120,000	80.0000	3	4
La Paz County Health Dept	\$15,000	\$15,000	\$30,000	65.5000	1	5

Rural Capital - Mobility Management 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
WACOG	\$43,000	\$10,750	\$53,750	80.0000	1	1
New Horizons Disability Empowerment Center	\$12,000	\$3,000	\$15,000	50.0000	4	2

Small Urban - Capital 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
New Horizons Center for People w/Special Needs	\$20,000	\$5,000	\$25,000	92.0364	4	1
New Horizons Center for People w/Special Needs	\$38,084	\$10,741	\$48,825	89.5000	1	2
New Horizons Center for People w/Special Needs	\$38,084	\$10,741	\$48,825	89.5000	3	3
New Horizons Center for People w/Special Needs	\$38,084	\$10,741	\$48,825	87.1882	2	4
Havas Mobility	\$51,829	\$14,618	\$66,447	84.1164	2	5
Somewhere Out of the Box	\$21,887	\$6,173	\$28,060	77.0000	3	6
Somewhere Out of the Box	\$56,511	\$15,939	\$72,450	75.0000	1	7
Rise Inc.	\$54,375	\$15,337	\$69,712	64.0000	3	8
Rise Inc.	\$54,375	\$15,337	\$69,712	59.5000	2	9

Small Urban OPERATING 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
Havas Mobility	\$25,000	\$25,000	\$50,000	91.5000	1	1
Somewhere Out of the Box	\$25,000	\$25,000	\$50,000	82.0000	2	2

Small Urban Capital - Mobility Management 2020

Applicant	FTA Share	Local Share	Total Project Cost	Prioritization Score	Agency Priority	COG Prioritization
WACOG	\$47,000	\$11,750	\$58,750	82.0000	2	1

15. Regional Inventory of Providers

<u>Agency</u>	<u>Service Area</u>	<u>Who can access</u>	<u>Fee</u>	<u>Contact #</u>	<u>Website</u>	<u>Funding type</u>
Kingman Area Regional Transit-KART	Kingman	General Public	Y	928-681-7433	http://www.cityofkingman.gov/	5311
NAU - Senior Companion Program	Kingman, LHC, BHC	Senior and Disabled Volunteer Program	N	928-715-2200	http://nau.edu/SBS/CSI/Programs/Senior-Companion/	5310
ARC of Mohave County	Kingman	Clients	N	928-757-1758	http://www.thearc.org/page.aspx?pid=2530	5310
Havasu Mobility	Lake Havasu	Senior and Disabled, General Public	Y	928-453-7600	http://www.lhcaz.gov/operations/mobility.html	5310
New Horizons Center for People w/Special Needs	Lake Havasu	Clients, Limited General Public	Y	928-855-9392	http://newhorizonslhc.org/	5310
Somewhere Out of the Box	Lake Havasu City, Bullhead, Parker	Clients	N	928-854-5439	http://www.milemarkerstherapy.com/	5310
Bullhead Area Transit System -BATS / River Valley Seniors	Bullhead	General Public , Senior and Disabled	Y	928-704-2287	http://bullheadcity.com/home	5311/5310
WestCare AZ I, Inc	Mohave County, La Paz County	Clients, Limited General Public	N	928-444-3794	http://www.westcare.com	5310
NAZCARE, Inc.	Bullhead, Kingman	Clients	Y	928-758-3665	http://nazcare.org/friends.html	5310
La Paz County Health Department	Parker, La Paz County	Senior and Disabled, General Public	Y	928-669-1100	http://www.lpchd.com/transit.html	5310
Camel Express	Quartzsite, Parker, Blythe, LHC & Yuma	General Public	Y	928-927-4333	http://www.ci.quartzsite.az.us/index.php/2013-01-08-06-19-36/public-transit2	5311
Parker Senior Center	Parker, La Paz County	Senior and Disabled	Y	928-669-9514	http://www.parkerseniors.com/	5310
Hualapai Indian Health Education & Wellness	Peach Springs, AZ & NV	Senior and Disabled tribal members	Y	928-769-4188	http://www.hualapaihew.com/	5310
Hualapai Transit	Peach Springs, Peach Springs Corridor, Kingman	General Public	Y	928-769-6384	http://hualapaitransit.org/	5311
Kaibab Band of Paiute Indians	Pipe Spring, AZ, UT & NV	Senior and Disabled tribal members	N	928-643-7245	http://kaibabpaiute-nsn.gov/	5311c
RISE, Inc.	Bullhead , Kingman, Lake Havasu	Clients	N	480-2954932	http://riseservicesinc.org/	5310 Applicant
New Horizons Disability Empowerment Center	Mohave County	General Public	Y	928-772-1266	http://www.nhdec.org/	5310 Applicant

FTA defines "Senior/Elderly" as any person age sixty-five years and over.

16. Agencies' Six-Year Planning Documents

Each year WACOG provides a six-year planning worksheet that each of our transit programs complete to provide an estimate of their future needs within the region. Below is the list of programs that have elected to participate in the six-year planning process:

<u>5311's</u>	
BATS - Bullhead City	5311 – 5310
Camel Express - Town of Quartzsite	5311
Hualapai Transit	5311
Kaibab Band of Paiute Indians	5311c
KART - Kingman	5311
<u>5310's</u>	
NAU – Senior Companion Program	5310
Havasu Mobility	5310
Hualapai Tribe – Health, Education, and Wellness	5310
La Paz County Health Department	5310
Mohave County ARC	5310
NAZCARE, Inc.	5310
New Horizons Center for People W/Special Needs	5310
New Horizons Disability Empowerment Center	5310
Parker Senior Center	5310
RISE, Inc.	5310
Somewhere Out of the Box	5310
WestCare Arizona 1, Inc.	5310
WACOG	Mobility Management – Regional

5311's 6 Year Planning									
AGENCY:	Bullhead Area Transit System			CONTACT PERSON:		Michael Peluso			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5311	Operating	Continuation	Opeating Funds	\$1,015,650	\$1,035,963	\$1,056,682	\$1,077,816	\$1,099,372	\$1,121,359
5311	Capital	Replacement	Replacement Vehicles	\$330,000	\$225,000	\$330,000	\$225,000	\$330,000	\$225,000
5311	Capital	New	Capital Requests	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000
TOTAL FOR SIX YEAR PLAN				\$1,375,650	\$1,290,963	\$1,416,682	\$1,332,816	\$1,459,372	\$1,376,359
AGENCY:	Camel Express - Town of Quartzsite			CONTACT PERSON:		Janet Collier			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5311	Operating	Continuation	Operating funds	\$145,000	\$138,000	\$147,118	\$152,266	\$157,595	\$163,112
5311	Capital	Expansion	Cutaway W/lift 14 passenger 4x4			\$91,350			
5311	Operating	New	20 hour a week pt dispatcher			\$12,869	\$13,321	\$13,788	\$14,271
5311	Capital	New	Dispatch/scheduling software				\$40,000		
5311	Capital	New	Bus stop in front of Town Hall					\$10,000	
TOTAL FOR SIX YEAR PLAN				\$145,000	\$138,000	\$251,337	\$165,587	\$171,383	\$177,383
AGENCY:	Hualapai Tribal Transit			CONTACT PERSON:		Ernie Wright			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5311	Operating	Continuation	Operating Funds	\$150,000	\$150,000	\$170,000	\$170,000	\$185,000	\$185,000
5311	Operating	Continuation	Operating	\$400,000	\$400,000	\$440,000	\$440,000	\$484,000	\$484,000
5311	Operating	Continuation	Preventive Maintenance	\$20,000	\$20,000	\$25,000	\$25,000	\$25,000	\$25,000
5311	Capital	New	Replacement Vehicle	\$190,000	\$190,000	\$0	\$144,900	\$190,000	\$0
TOTAL FOR SIX YEAR PLAN				\$760,000	\$760,000	\$635,000	\$779,900	\$884,000	\$694,000
AGENCY:	Kaibab Band of Paiute Indians			CONTACT PERSON:		Elisabeth Whitlock			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5311c	Operating	Continuation	Operating Funds	\$180,000	\$180,000	\$185,000	\$185,000	\$190,000	\$190,000
5311c	Capital	Replacement	Transit Connect		\$66,447				\$66,447
5311c	Capital	Replacement	Minivan no ramp 7 passenger	\$28,060	\$28,060	\$28,060	\$28,060		\$28,060
5311c	Capital	Replacement	Sedan operations support					\$23,700	
TOTAL FOR SIX YEAR PLAN				\$208,060	\$274,507	\$213,060	\$213,060	\$213,700	\$284,507
AGENCY:	City of Kingman			CONTACT PERSON:		Sheri Furr			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5311	Operating	Continuation	Operating Funds	\$600,000	\$600,000	\$600,000	\$600,000		
5311	Capital	Replacement	Operating Funds	\$153,000	\$156,060	\$159,180	\$162,360		
5311	Capital	New	Minivan with Ramp (7 passenger)	\$47,430					
TOTAL FOR SIX YEAR PLAN				\$800,430	\$756,060	\$759,180	\$762,360	\$0	\$0

-Continued on next page-

5310's 6 Year Planning									
AGENCY:	NAU - (Senior Companion Program)			CONTACT PERSON:		Erin Kruse			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Operating	Continuation	Operating Funds	\$99,000	\$99,000	\$99,000	\$99,000	\$99,000	\$99,000
TOTAL FOR FIVE YEAR PLAN				\$99,000	\$99,000	\$99,000	\$99,000	\$99,000	\$99,000
AGENCY:	Havasu Mobility			CONTACT PERSON:		Patrick Cipres			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Operating	New	Operating Funds	\$50,000	\$50,000	\$50,000			
5310	Capital	Replacement	Transit Connect	\$66,447			\$66,447		\$66,447
5310	Operating	Continuation	Cutaway with Lift (9 passenger)		\$69,712				
TOTAL FOR SIX YEAR PLAN				\$116,447	\$119,712	\$50,000	\$66,447	\$0	\$66,447
AGENCY:	Hualapai Tribe Health, Education and Wellness			CONTACT PERSON:		Philbert Watahomigie Jr.			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Transit Connect	\$66,447	\$66,447				
5310	Capital	Replacement	Transit Connect	\$66,447	\$66,447				
5310	Capital	New	Prevenative Maintenance	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000	\$7,000
5310	Operating	Continuation	Operating Funds	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
TOTAL FOR SIX YEAR PLAN				\$179,894	\$179,894	\$47,000	\$47,000	\$47,000	\$47,000
AGENCY:	La Paz County Health Department Transit			CONTACT PERSON:		Karen Turk			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	OPERATING	Continuation	Operating Funds	\$30,000	\$30,000	\$40,000	\$40,000	\$40,000	\$40,000
5310	CAPITAL	Replacement	Minivan W/Ramp (7 passenger)	\$48,825		\$48,825		\$48,825	
5310	CAPITAL	Replacement	Minivan no/Ramp (7 passenger)				\$28,060		
5310	CAPITAL	Replacement	Cutaway W/Lift (14 passenger)		\$72,450				\$72,450
TOTAL FOR SIX YEAR PLAN				\$78,825	\$102,450	\$88,825	\$68,060	\$88,825	\$112,450
AGENCY:	The Arc of Mohave County			CONTACT PERSON:		Diane Moir			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Operating	New	Operating Funds	\$3,500	\$3,500				
5310	Capital	Replacement	Cutaway W/Lift (9 passenger)	\$69,712					
5310	Capital	Expansion	Van No Lift (12 passenger)	\$33,737					
5310	Capital	Continuation	Prevenative Maintenance	\$6,500	\$6,500				
TOTAL FOR SIX YEAR PLAN				\$113,449	\$10,000	\$0	\$0	\$0	\$0
AGENCY:	NAZCARE, Inc			CONTACT PERSON:		Jessie Sands			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Van No Lift (12 passenger)	\$33,737		\$33,737		\$33,737	
TOTAL FOR SIX YEAR PLAN				\$33,737	\$0	\$33,737	\$0	\$33,737	\$0
AGENCY:	New Horizons Center for People with Special Needs			CONTACT PERSON:		Stephanie Leonard			
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Transit Connect	\$66,447		\$132,894			
5310	Capital	Replacement	Minivan W/Ramp (7 passenger)	\$48,825	\$146,475	\$48,825	\$195,300	\$97,650	\$97,650
5310	Capital	Replacement	Cutaway W/Lift (14 passenger)					\$72,450	\$75,450
5310	Capital	Replacement	Cutaway W/Lift (9 passenger)					\$69,712	\$69,712
5310	Capital	Continuation	Prevenative Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
TOTAL FOR SIX YEAR PLAN				\$140,272	\$171,475	\$206,719	\$220,300	\$264,812	\$267,812

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WACOG 2019 & 2020 TRANSPORTATION PLAN DRAFT

AGENCY:	New Horizons Disability Empowerment Center				CONTACT PERSON:		David Seigler		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Expansion	Minivan No Ramp (7 passenger) x2	\$56,120	\$56,120	\$56,120	\$56,120	\$56,120	\$56,120
5310	Capital	New	Prevenative Maintenance	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000
5310	Mobility	New	Technology Upgrade	\$13,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000
5310	Operating	Continuation	Operating Funds	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
TOTAL FOR SIX YEAR PLAN				\$214,120	\$216,120	\$216,120	\$216,120	\$216,120	\$216,120
AGENCY:	Parker Senior Center				CONTACT PERSON:		Darla Tilley		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Minivan No Ramp (7 passenger)	\$28,060	\$28,060				
TOTAL FOR SIX YEAR PLAN				\$28,060	\$28,060	\$0	\$0	\$0	\$0
AGENCY:	RISE INC				CONTACT PERSON:		Manuel Salazar		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Cutaway W/Lift (14 passenger)	\$72,450					
5310	Capital	Expansion	Cutaway W/Lift (9 Passenger)	\$69,712	\$69,712		\$69,712		
5310	Capital	Expansion	Cutaway W/Lift (14 passenger)	\$72,450	\$72,450	\$72,450			\$72,450
5310	Capital	Replacement	Cutaway W/ Lift (9 passenger)	\$69,712	\$69,712		\$69,712		
5310	Capital	Replacement	MinivanW/Ramp (7 Passenger)	\$48,825				\$69,712	
TOTAL FOR SIX YEAR PLAN				\$333,149	\$211,874	\$72,450	\$139,424	\$69,712	\$72,450
AGENCY:	Somewhere Out of the Box				CONTACT PERSON:		Kelly Thomas		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Operating	Continuation	Operating Funds	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
5310	Capital	Replacement	Minivan no ramp (7 passenger)	\$56,120	\$28,060	\$56,120	\$28,060		
5310	Capital	Expansion	Minivan no ramp (7 passenger)					\$56,120	\$56,120
5310	Capital	Replacement	Cutaway w/lift (14 passenger)	\$72,450	\$72,450	\$72,450			
5310	Capital	Expansion	Cutaway w/lift (9 passenger)				\$69,712		
TOTAL FOR SIX YEAR PLAN				\$178,570	\$150,510	\$178,570	\$147,772	\$106,120	\$106,120
AGENCY:	WestCare Arizona 1 Inc.				CONTACT PERSON:		Cheryl Debatt		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Capital	Replacement	Minivan No Ramp (7 passenger)			\$56,120			
TOTAL FOR SIX YEAR PLAN				\$0	\$0	\$56,120	\$0	\$0	\$0
AGENCY:	Western Arizona Council of Governments - WACOG				CONTACT PERSON:		Felicia Mondragon		
Federal Program Type	Type of Request	Status	Description of Request	Anticipated Total Cost					
				2019	2020	2021	2022	2023	2024
5310	Mobility Mgmt.	Continuation	Capital Mobility Management	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500
TOTAL FOR SIX YEAR PLAN				\$112,500	\$112,500	\$112,500	\$112,500	\$112,500	\$112,500

****-End 6 year planning documents-****

17. Regional Vehicle Inventory & Availability

2019 - 5311 VEHICLE Inventory -Availability																																					
Name of Agency:		Bullhead Area Transit System										Report completed by:				Michael Peluso																					
COG/MPO Region:		WACOG																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																								
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)										Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G999GL	Bullhead City	2013	Eldorado	Van	108,724		x	x	x	x	x							2	3	2	2	3	1														
G405FY	Bullhead City	2010	ARBOC	Bus	214,685	x																															
G406FY	Bullhead City	2010	ARBOC	Bus	221,207	x																															
G0485S	Bullhead City	2009	Dodge	Van	213,735	x																															
G355GM	Bullhead City	2012	ARBOC	Bus	178,528													17	30	24	37	16	25	21													
G356GM	Bullhead City	2012	ARBOC	Bus	188,811													7	7	4	4	4	5	2													
G271GW	Bullhead City	2014	ARBOC	Bus	203,140		x	x	x	x	x	x						1	1	3	10	5	3	1	2	3	2	3	4	4	4						
G275GW	Bullhead City	2014	Eldorado	Van	195,310								x						2	3	3	3	3	4	3												
G575HK	Bullhead City	2015	ARBOC	Bus	102,772		x	x	x	x	x							1	1	3	10	5	3	1	2	3	2	3	4	4	4						
G576HK	Bullhead City	2015	ARBOC	Bus	106,718		x	x	x	x	x							8	11	17	30	24	37	16	25	21	28	16	16	16	3						
G640JA	Bullhead City	2017	ARBOC	Bus	42,675		x	x	x	x	x							16	12	19	42	18	35	39	7	26	24	20	17	19	11						
G644JA	Bullhead City	2017	Eldorado	Van	42,259		x	x	x	x	x							3	2	2	3	3	3	3	4	3	4	3	2	1	1						
Name of Agency:		Camel Express										Report completed by:				Janet Collier																					
COG/MPO Region:		WACOG																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																								
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)										Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G763FX	Quartzsite	2009	Ford	Sup	105,673	x																															
G862HV	Quartzsite	2017	Chevy	starcraft	32,491			x		x								14	14	4	4	0	4	10	14	14											
G707JA	Quartzsite	2018	Chevy	starcraft	15,718		x	x	x	x	x							3	2	5	5	0	3	5	5	1											

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Name of Agency:		Hualapai Transit					Report completed by:		Ernie Wright																												
COG/MPO Region:		WACOG																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in								Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																							
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)												
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G-469HV	Peach Springs	17	Ford	E-350	41,412	X																															
G-432GV	Peach Springs	17	Ford	F-350	40,737	X																															
G-636JC	Peach Springs	17	Ford	F-550	8,060		X	X	X	X	X						35	15	20		20	20	30	25													
G-470HV	Peach Springs	15	Ford	F-550	62,422		X	X	X	X	X	X					12	12	12		17																
G-637JC	Peach Springs	16	Ford	F-550	6,883		X	X	X	X	X						15	20							20	40	30	30	30								
G-706HY	Peach Springs	17	FTL	S2C	72,411		X	X	X	X	X	X					5	5	18	18	5							12	12	18	18	2					
Name of Agency:		Kaibab Band of Paiute Indians										Report completed by:		Elisabeth Whitlock																							
COG/MPO Region:		WACOG																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in								Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																							
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)												
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G-873DF	Pipe Spring	2004	Toyota	Sienna	160,681			X		X							0	1	0	0	0	1	0	0	0												
G-990FF	Pipe Spring	2011	Nissan	Quest	74,168		X	X	X	X	X					3	0	3	0	0	3	0	3	0	3												
G-992FF	Pipe Spring	2012	Dodge	Journey	119,050		X	X	X	X	X						0	0	0	0	0	1	1	1	1	1											
G-991FF	Pipe Spring	2012	Dodge	Grand Caravan	130,394		X	X	X	X	X						5	3	3	5	3	3	3	5	3	5											
G-426FJ	Pipe Spring	2013	Kia	Optima	35,080		X	X	X	X	X						0	1	0	0	0	1	0	0	0												
G-889DF	Pipe Spring	2008	Chevy	Express Van	59,174	X											15	15	15	9	0	0	9	15	15	15											
G-421FJ	Pipe Spring	2014	Toyota	Sienna	54,216		X	X	X	X	X						0	1	0	0	0	1	0	0	0												
G-420FJ	Pipe Spring	2015	Chevy	Express Van	28,312	X											8	8	0	0	0	0	0	0	8	8											
G-433FJ	Pipe Spring	2015	Dodge	Amerivan	6,440	X												0	0	3	3	3	0	0	3	3	3										

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Name of Agency:		City of Kingman					Report completed by:		Sheri Furr																																				
COG/MPO Region:		WACOG																																											
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																																
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)												Afternoon (PM)																			
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11								
G249FE	Kingman	2008	Ford	Eldorado	194,010							X						X	X	X	X	X	X	X																					
G202FM	Kingman	2008	Ford	Eldorado	219,550							X						X	X	X	X	X	X	X																					
G248FM	Kingman	2010	Chevy	ARBOC	226,196		X																																						
G249FM	Kingman	2010	Chevy	ARBOC	266,327			X		X	X							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X													
G250FM	Kingman	2010	Chevy	ARBOC	280,369		X					X						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X													
G267GS	Kingman	2013	Chevy	ARBOC	160,307			X	X	X	X							X	X	X	X	X	X	X	X	X	X	X	X	X	X	X													
G571HE	Kingman	2015	Chevy	ARBOC	120,076		X		X		X							X	X	X	X	X	X	X	X	X	X	X	X	X	X														
G530HL	Kingman	2016	Chevy	ARBOC	74,268			X		X		X						X	X	X	X	X	X	X	X	X	X	X	X	X	X														
G961HR	Kingman	2016	Chevy	ARBOC	70,466		X		X		X							X	X	X	X	X	X	X	X	X	X	X	X	X	X														
G960HR	Kingman	2016	Chevy	ARBOC	57,417			X	X	X								X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X												
G010JD	Kingman	2017	Chevy	ARBOC	23,936		X	X	X	X	X	X						X	X	X	X	X	X	X	X	X	X	X	X	X	X	X													

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2019 - 5310 VEHICLE Inventory -Availability

Name of Agency:		Havasu Mobility				Report completed by:		Patrick Cipres																													
COG/MPO Region:		WACOG/LHMPO																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																								
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)										Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G565HZ	Lake Havasu City	2017	Dodge	Caravan	14,328		x	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x	x	x								
G564HZ	Lake Havasu City	2017	Dodge	Caravan	14,983		x	x	x	x	x						x	x	x	x	x	x	x	x	x	x	x	x	x								
G344FT	Lake Havasu City	2012	Ford	E350	80,755		x	x	x	x	x							x	x	x	x	x	x	x	x	x	x										
G347FT	Lake Havasu City	2012	Ford	E350	61,164		x	x	x	x	x							x	x	x	x	x	x	x	x	x											
G955HJ	Lake Havasu City	2015	Ford	Transit	36,932		x	x	x	x	x							x	x	x	x	x	x	x	x	x											
G340FT	Lake Havasu City	2011	Chev	C2500	35,855		x	x	x	x	x								x	x	x	x	x	x	x	x											
Name of Agency:		Hualapai Tribe - HEW										Report completed by:		Kristina Shongo																							
COG/MPO Region:		WACOG																																			
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																								
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)										Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11
G318JG	Peach Springs	2018	Dodge	Van	265		X	X		X	X	X							5	5	5	2	2	2	5	5	5										
G951HJ	Peach Springs	2015	Dodge	Van	145,708		X	X	X	X	X								4	4	4	2	2	2	4	4	4	2	3	2	3	2	2				
G118GY	Peach Springs	2015	Dodge	Van	131,595		X	X	X	X	X								4	4	4	2	2	2	4	4	4	2	3	2	3	2					
G952HJ	Peach Springs	2015	Dodge	Van	116,559		X	X	X	X	X	X							4	4	4	2	2	2	4	4	4	2	3	2	3	2	2				
G953HJ	Peach Springs	2015	Dodge	Van	91,012		X	X	X	X	X	X							4	4	4	2	2	2	4	4	4	2	3	2	3	2					
G117GY	Peach Springs	2015	Dodge	Van	97,929		X	X	X	X	X								4	4	4	2	2	2	4	4	4	2	3	2	3						
G103FF	Peach Springs	2013	Dodge	Eldorado	113,730		X		X		X														2	3	0	2	3	2							

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Name of Agency:		La Paz County Health Department				Report completed by:		Karen Turk																														
COG/MPO Region:		WACOG																																				
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																									
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	
G483DX	PARKER	206	Eldor	Aerol	157,524		X		X									2	2	2	2	2	2															
G484DX	PARKER	206	Eldor	Aerol	157,320		X		X									2	2	2	2	2	2															
G479DX	SALOME	2007	Ford	Supre	61,103		X	X									8	8	8	8	8	8	8	8														
G704GM	PARKER	2012	Dodge	GC	59,543		X	X	X	X							3	3	3	3	3	3	3	3	3													
G705GM	PARKER	2012	Dodge	GC	61,643		X	X	X	X							3	3	3	3	3	3	3	3	3													
G185GX	PARKER	2013	Ford	Transit	37,916		X	X									1	1	1	1	1	1	1	1	1													
G970HJ	PARKER	2015	Ford	Star Craft	61,023		X	X									9	9	9	9	9	9	9	9	9													
Name of Agency:		The Arc of Mohave County				Report completed by:		Diane Moir																														
COG/MPO Region:		WACOG																																				
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																									
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	
WCFLZ80	Kingman	2010	Chevy	MiniVan	84,452		x	x	x	x	x						12	12	0	0	0	0	0	0	0	12	12											
WCFLZ79	Kingman	2010	Chevy	Minivan	110,701		x	x	x	x	x						8	8	0	0	0	0	0	0	0	8	8											
WCJWM14	Kingman	2012	Ford	E-350 Bus	72,802		x	x	x	x	x						7	7	0	0	0	0	0	0	0	7	7											
WCDXM27	Kingman	2008	Ford	Minivan	60,221		x	x	x	x	x						6	0	0	0	0	0	0	0	0	6												
Name of Agency:		NAZCARE, Inc				Report completed by:		Jessie Billi																														
COG/MPO Region:		WACOG																																				
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																									
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)													
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	
CG89686	Bullhead City	2008	Ford	Econoline	148,358		x	x	x	x	x	x					12	2	2	2	12	2	2	2	12	12												
AFT9087	Bullhead City	2003	Chrysler	LX	107,645		x	x	x	x	x	x					7	2	2	2	7	2	2	2	7	7												
CJ22417	Bullhead City	2012	Dodge	Caravan	106,362		x	x	x	x	x	x					7	2	2	2	7	2	2	2	7	7												
144WFD	Kingman	2006	GMC	Savana	147,555		x	x	x	x	x	x					12	2	2	2	12	2	2	2	12	12												
143WFD	Kingman	2006	GMC	Savana	159,277		x	x	x	x	x	x					12	2	2	2	12	2	2	2	12	12												

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Name of Agency:		New Horizons Center for People W/Special Needs				Report completed by:		Stephanie Leonard																														
COG/MPO Region:		WACOG																																				
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																									
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)										Afternoon (PM)														
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11	
CF 12864	2045 Moyo LHC	2007	Mits	Outlander	125,379		X	X	X	X	X	X	X							2	2	2	2	2	2	2	2	2	2	1	1	1	1	1	1	1	1	1
WC ARG 44	2045 Moyo LHC	2009	Toyota	Corola	145,614		X	X	X	X	X	X	X							1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
WC DMX 05	2045 Moyo LHC	2006	El Dor	Aerol	202,922																																	
WC CRA 46	2045 Moyo LHC	2002	Dodge	Ram	126,195		X	X	X	X	X	X	X							4	4	4	4	4	2	2	2	2	3	3	3	3	3	3	3	3		
WC DMX 04	1947 Pacific KGM	2006	Chevy	Uplander	187,958		X	X	X	X	X									1	1	1	1	1	1	1	1	1	1	1	1							
WC DMX 18	1947 Pacific KGM	2006	Chevy	Uplander	129,063																																	
WCHXG 83	2045 Moyo LHC	2010	Toyota	Sienna	119,531		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
WC KNJ 65	2045 Moyo LHC	2011	Toyota	Sienna	111,994		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
WC CWY 63	2045 Moyo LHC	2010	Dodge	Caravan	109,743																																	
WC CWY 64	2045 Moyo LHC	2010	Dodge	Caravan	148,517																																	
WC GBW 23	1947 Pacific KGM	2012	Toyota	Sienna	79,159		X	X	X	X	X									5	5	5	5	5	5	5	5	5	5	5	5	5						
WC GMV 06	2045 Moyo LHC	2012	Toyota	Sienna	99,749		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
WC GBW 22	2045 Moyo LHC	2011	Ford	Cutaway	66,489		X	X	X	X	X									4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	4	
BBE 0363	2045 Moyo LHC	2011	Toyota	Yaris	79,662		X	X	X	X	X	X	X							2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	
WC GYA 66	2045 Moyo LHC	2013	Dodge	Caravan	76,382		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
WC GZZ 72	2045 Moyo LHC	2009	Ford	Cutaway	124,022		X	X	X	X	X									7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7	7		
WC HET 24	2045 Moyo LHC	2009	Ford	Starcraft	138,204		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	5	
WC JDC 87	2045 Moyo LHC	2014	El Dor	Amerivan	44,298		X	X	X	X	X	X	X							4	4	4	4	4	4	4	4	4	4	4								
WC JDC 88	2045 Moyo LHC	2015	El Dor	Amerivan	37,800		X	X	X	X	X									4	4	4	4	4	4	4	4	4	4									
WC JCD 57	1947 Pacific KGM	2015	Ford	Starcraft	23,664		X	X	X	X	X									9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9	9		
WC JTD 91	2045 Moyo LHC	2016	Ford	Starcraft	24,256		X	X	X	X	X									8	8	8	8	8	8	8	8	8	8	8	8	8						
WC JYN 34	2045 Moyo LHC	2016	Braun	Amerivan	22,581		X	X	X	X	X									1	1	1	1	1	1	1	1	1	1	1	1							
WC JYN 33	2045 Moyo LHC	2016	Braun	Amerivan	13,043		X	X	X	X	X	X	X							1	1	1	1	1	1	1	1	1	1	1	1	1	1					
WC KTX 57	2045 Moyo LHC	2017	Dodge	Vn	3,664		X	X	X	X	X	X	X							5	5	5	5	5	5	5	5	5	5	5	5	5						
WC KPK 91	2045 Moyo LHC	2018	Starcraft	Bs	20,793		X	X	X	X	X									5	5	5	5	5	5	5	5	5	5	5	5	5	5					
WC KPK 97	2045 Moyo LHC	2018	Starcraft	Bs	6,499		X	X	X	X	X									4	4	4	4	4	4	4	4	4	4	4								
WCLAZ 82	2045 Moyo LHC	2018	Braun	Vn	1,691		X	X	X	X	X	X	X							4	4	4	4	4	4	4	4	4	4	4								
WCLAZ 83	2045 Moyo LHC	2018	Braun	VN	1,354		X	X	X	X	X									4	4	4	4	4	4	4	4	4	4									

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Name of Agency:		New Horizons Disability Empowerment Center				Report completed by:		David Seigler																																
COG/MPO Region:		WACOG																																						
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																											
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)															
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11			
JWM13	Kingman	2012	Ford	Cutaway	49,543		x	x	x	x	x	x				4	1	4	2	4	2	0	3	1	1	2	3	1	0	3										
CDL09	Kingman	2006	Ford	Cutaway	132,164		x	x	x	x	x								1	1	0	0	1	1																
Name of Agency:		Parker Community Senior Center				Report completed by:		Monika Zimmerman																																
COG/MPO Region:		WACOG																																						
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																											
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)															
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11			
G309FH	Parker	2012	Dodge	Grand Caravan	80,078		X	X	X	X	X											5							5											
G737G5	Parker	2013	Dodge	Grand Caravan	79,969		X	X	X	X	X											5							5											
G115HA	Parker	2015	Chevrolet	E3L	24,682		X	X	X	X	X										5							5												
WCIYN37	Parker	2016	Dodge	Braun	11,301		X	X	X	X	X										5							5												
Name of Agency:		RISE Inc.				Report completed by:		Julie Montoya																																
COG/MPO Region:		WACOG																																						
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																											
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)															
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10	11			
WCKWM51	Bullhead	2005	Chevy	Malibu	180,973		x	x	x	x	x	x	x						1	1	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2	2				
KGP68	Kingman	2017	Chevy	Van	35,597		x	x	x	x	x									2	3	6	#	#	#	#	#	5	3	#										
WCJCV91	Kingman	2014	Ford	Van	96,578		x	x	x	x	x									1	7	7	#	#	#	#	#	7	3	#										
WCDGY32	Kingman	2006	Ford	Van	217,845		x	x	x	x	x									3	4	4	#	#	#	#	#	4	4	2										
WCCVB23	Kingman	2006	Chevy	Van	127,922		x	x	x	x	x									4	4	2	2	2	2	2	4	4	4	4										
WCHPE79	Lake Havasu	2009	Kia	Van	126,789		x	x	x	x	x									5	5	5	5	#	#	#	#	5	5	5										
WCGVY50	Lake Havasu	2010	Ford	Van	122,398		x	x	x	x	x									#	4	4	4	#	#	#	#	#	#	#										
WCKWM51	Lake Havasu	2017	Chevy	Van	27,499		x	x	x	x	x									4	4	#	4	4	#	#	2	2	#	#										

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Name of Agency:		Somewhere Out of the Box					Report completed by:		Kelly Thomas																											
COG/MPO Region:		WACOG																																		
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																							
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)											
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9	10
JJG41	Bullhead City	1999	Dodge	Caravan	148,183		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
WCHFJ67	Lake Havasu City	2008	Chrysler	PT Cruiser	131,450		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
JJF51	Bullhead City	1998	Oldsmobile	Silhouette	81,217		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
BVZ9831	Lake Havasu City	2004	Nissan	Sentra	121,943		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
WCJSK51	Bullhead City	1996	Toyota	Camary	95,294		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
BWR8138	Lake Havasu City	2008	Ford	Focus	106,306		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
WCHHR44	Lake Havasu City	1998	Ford	E-350	197,748		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
EPL96	Bullhead City	2002	Dodge	35B	138,896		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
EWA80	Bullhead City	1998	Dodge	35B	144,810		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
WCKET41	Bullhead City	2009	Chevy	HHR	115,343		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
CCJ3977	Lake Havasu City	2002	Mitsubishi	Galant	83,063		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
WCJYW63	Lake Havasu City	2007	Toyota	Corolla	220,429		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
CAV2220	Lake Havasu City	1993	Toyota	Camry	64,684		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
CBD9098	Lake Havasu City	2012	Ford	Focus	130,255		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
CBX4682	Lake Havasu City	2002	Buick	Century	68,490		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
KSJ86	Lake Havasu City	2007	Dodge	Caravan	89,496		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
	Lake Havasu City	2017	Dodge	Caravan	89,496		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
	Lake Havasu City	2015	Dodge	Caravan	40,345		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
	Lake Havasu City	2008	fORD	eLdOR	39,459		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
KLT92	Bullhead City	2012	Dodge	Caravan	11,030		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				
G454GV	Bullhead City	2013	Ford	Supreme	57,359		X	X	X	X	X									X	X	X	X	X	X	X	X	X	X	X	X	X				

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Name of Agency:		WestCare Arizona 1 Inc.						Report completed by:		Janet Tomlin																									
COG/MPO Region:		WACOG																																	
License Plate Number	Vehicle Location	Year	Make	Model	Mileage	Days Vehicle is in							Hours in Which the Vehicle is Typically in Service and Highest Passenger Load per vehicle during each hour.																						
						Stand by	If used weekly, mark each day vehicle is used.							Morning (AM)											Afternoon (PM)										
							M	T	W	T	F	Sa	Su	12	1	2	3	4	5	6	7	8	9	10	11	12	1	2	3	4	5	6	7	8	9
WCEYP84	Bullhead City	2008	Chevy	Uplander	182,323																														
WCFBV31	Bullhead City	2010	Toyota	Sienna	211,153																														
WCFBV32	Bullhead City	2010	Toyota	Sienna	227,325		x	x	x	x	x	x	x																						
WCGYA79	Bullhead City	2013	Dodge	Caravan	296,370																														
WCCWY62	Bullhead City	2010	Dodge	Caravan	204,325		x	x	x	x	x	x	x																						
WCGAA15	Bullhead City	2014	Dodge	Caravan	210,372		x	x	x	x	x	x	x																						
WCJAM28	Bullhead City	2015	Dodge	Caravan	185,656		x	x	x	x	x	x	x		x	x																			
WCHVB38	Bullhead City	2015	Dodge	Caravan	146,572		x	x	x	x	x	x	x																						
WCFJZ19	Bullhead City	2016	Dodge	Caravan	115,163		x	x	x	x	x	x	x																						
WCJYN42	Bullhead City	2016	Dodge	Caravan	35,728		x	x	x	x	x	x	x		x	x																			
WCGAA05	Dolan Springs	2012	Chevy	ITVN	87,563		x	x	x	x	x	x	x																						
WCKLT42	Bullhead City	2017	Ford	VN	26,060		x	x	x	x	x	x	x																						
WCKPK93	Bullhead City	2017	Dodge	Caravan	10,066		x	x	x	x	x	x	x																						
WCKLT43	Bullhead City	2017	Ford	vn	0																														

****-End vehicle inventory & availability documents-****

18. Inter-City Connections



Provider Name: Tufesa International

Phone Number: 644-410-2444

Address: 76 Gas Station - 915 W Beale St. Kingman, AZ 86401

Website: <http://www.tufesa.com.mx>

Service Information: Service is provided twice daily with stops in Kingman, AZ, and Las Vegas, NV going both North and South.



Provider Name: Amtrak

Phone Number: 1.800.USA.RAIL

Address: 402 Andy Devine Kingman, AZ 86401

Website: <https://www.amtrak.com/southwest-chief-train>

Service Information: Service is provided daily from Chicago through Kingman to Los Angeles and Los Angeles through Kingman to Chicago.

The train schedule is available at: <https://www.amtrak.com/ccurl/1011/770/Southwest-Schedule-031217.pdf>



Provider Name: Greyhound

Phone Number: 520.392.4790

Address: 2770 West Old HW 66 Kingman, AZ 86401

640 Airport Center Dr. Bullhead City, AZ 86429

1201 W Main St Quartzsite, AZ 85346

Website: <https://www.greyhound.com>



Provider Name: TriState Shuttle

Phone Number: 928-704-9000

Website: <http://www.laughlinshuttle.com/Location.html>

Service Information: TriState Shuttle offers ground transportation to and from the McCarran International Airport in Las Vegas Nevada, servicing Laughlin, Bullhead City, and Kingman.

Pick up times: Kingman AZ: 5:00 AM, Las Vegas, NV Airport 10:00 AM & 4:30 PM, Bullhead City 6:00 AM & 12:30 PM, Laughlin: 6:30 AM & 1:00 PM - RESERVATIONS ARE REQUIRED



Day & Night Shuttle

Provider Name: Day & Night Shuttle

Phone Number: 928-486-7208

Address: Lake Havasu City, AZ 86406

Website: <http://daynnightshuttle.com/home/4715472>

Service Information: Serving Lake Havasu City, Kingman, Bullhead City, and Parker to the airport, a hotel, school, or the doctor's office 24/7/365.



Provider Name: Commuter Services

Phone Number: 928-753-7433

Website: <http://www.commuterservices.net/home.html>

Service Information: Serving Lake Havasu City, Kingman, Laughlin NV, and Las Vegas NV for Airport shuttle services. Authorized thruway Amtrak carrier for Kingman, AZ to Laughlin & Las Vegas NV.



Provider Name: Havasu/Vegas Express Co.

Phone Number: 928-453-4884

Address: PO Box 359, Lake Havasu City, AZ 86405

Website: <http://www.havasuvegasexpress.com/>

Service Information: Services by van between Lake Havasu City, AZ and Las Vegas, NV, McCarran airport, most hotels*, and medical facilities*. At least one round trip is made each day including holidays. Additional trips are scheduled depending on the number of passengers.



Provider Name: Aloha Airport Express

Phone Number: 928-854-5253

Address: 116 Lake Havasu Avenue South Suite 202 Lake Havasu City, AZ 86403

Website: <http://azaloha.com>

Service Information: Services from Lake Havasu City, Topock/Golden Shores, Mohave Valley, Ft. Mohave, Bullhead City Parkway, Laughlin, Searchlight, and Las Vegas, NV (McCarran/Silver Sevens/the Plaza) 2 times a day 7 days a week including Holidays during the Winter. 2 times a day Monday-Friday and 1 time on Saturdays and Sundays in the Summer.

19. Plan Update Process and Summary

WACOG's Mobility Manager is tasked with gathering information to be included in the Coordination Plan throughout the year. This information is discussed at the bi-monthly Coordinated Council meetings. WACOG's Mobility Manager creates/updates the Coordination Plan based on the information collected and input from the council. The Coordinated Council members review the plan, provide further input and suggestions, and then adopt the plan.

- The Coordination Plan is provided to the WACOG Coordinated Council, the WACOG Executive Board, the LHMPO TAC, and the LHMPO Executive Board for review, input and approval.

WACOG Coordination Council Draft Approval:	October 11, 2018
LHMPO TAC Approval:	November 6, 2018
LHMPO Executive Board Approval:	November 13, 2018
WACOG Executive Board Approval:	November or December 2018

- The Coordination Plan is put out for the 45 day public review comment period.
Public Review/comment period December 2018
through January 2019
- Coordination Plan submitted to ADOT for final approval
ADOT Final Submittal: January 31, 2019

2019 - 2020 Plan Updates

Page 2 - Table of Contents
Page 3 - Paragraph 4 dates
Page 6 - Update of "meetings table" to current information
Page 11 - Paragraph 3 addition of preventive maintenance
Page 19 - Prior years' goals and outcomes
Page 20 - 2019 & 2020 Goals
Page 21 - Updated regional transit providers table
Pages 22-40 - Updated provider's information sheets
Page 41 - Updated "new providers" table
Page 42 - Updated regional operating statistics table
Page 43 - Dates
Pages 46-47 - Prior year's awards
Pages 48 - 2019 proposed project requests
Pages 49 - 2020 proposed project requests
Pages 50 - 52 - Update/correction to Explanation of Prioritization Process
Page 53 - Regional ranking of 2019 proposed project requests
Page 54 - Regional ranking of 2020 proposed project requests
Page 55 - Regional Inventory of Providers information table
Page 56 - Regional 6-year planning documents
Pages 60 - Regional Vehicle Inventory and Availability forms
Page 71 - Current plan update information and dates



This 2019 & 2020 Human Services Transportation Coordination Plan update was prepared by the **WACOG Transportation Program**.

Parties with questions or comments should contact:

Justin Hembree
Transportation Program Manager
208 N. 4th Street
Kingman, AZ 86401
justinh@wacog.com
928-377-1070 Office

For information regarding **Mobility Management** or specific transit programs within the WACOG Transportation Planning region (La Paz and Mohave Counties), please contact:

Felicia Mondragon, CTMM
Mobility Manager - Transit
208 N. 4th Street
Kingman, AZ 86401
feliciam@wacog.com
928-753-1374 Office

(Note: updated employee contact information will be available at www.wacog.com/transportation)

PLEASE REVIEW THIS PLAN AND OTHER TRANSPORTATION INFORMATION AT:
www.wacog.com/transportation

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 6, 2018**

SUBJECT: Discussion, Update, and Possible Action concerning Performance Targets

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion / Possible Action

ATTACHMENTS: Letter to Thor Anderson, ADOT from Lake Havasu MPO, regarding performance targets

SUMMARY/BACKGROUND:

The ADOT performance targets were made effective May 20, 2018. The MPOs of Arizona are given 180 days to either adopt the ADOT targets or establish their own targets. If MPOs adopt their own targets, then certain additional requirements and responsibilities will be placed on the MPO versus if the MPO supports the ADOT targets then those requirements and responsibilities are placed first and foremost on ADOT.

ACTION OPTION:

Support the performance targets as established by ADOT for the Lake Havasu MPO and recommend the Chairman or in his absence Vice-Chairman sign letter to Adoption of Arizona Performance Targets

OR

Support the performance targets as established by ADOT for the Lake Havasu MPO and recommend the Chairman or in his absence Vice-Chairman sign letter to Adoption of Arizona Performance Targets with noted changes

RECOMMENDATION:

Support the performance targets as established by ADOT for the Lake Havasu MPO and recommend the Chairman or in his absence Vice-Chairman sign letter to Adoption of Arizona Performance Targets



**Lake Havasu Metropolitan
Planning Organization**
900 London Bridge Road, Bldg. B
Lake Havasu City, AZ 86404
(928) 453-2823

November 13, 2018

Thor Anderson
Arizona Department of Transportation
206 South 17th Avenue
Phoenix, AZ 85007
Via: Email

Re: Adoption of Arizona Performance Targets

Mr. Anderson:

Moving Ahead for Progress in the 21st Century Act of 2012 (MAP-21), identified the following national transportation system goal areas:

- Safety
- Infrastructure Conditions
- Congestion Reduction
- System Reliability
- Freight Movement & Economic Vitality
- Environmental Sustainability

On May 20, 2018, the Arizona Department of Transportation (ADOT) formally adopted the following performance targets for each of these goals:

- Percent of National Highway System (NHS) Bridges Classified as in Good Condition based on deck area: 2- and 4-year targets: 52%
- Percent of NHS Bridges Classified in Poor Condition based on deck area: 2- and 4-year targets: 4%
- Percent of Interstate Pavements in Good Condition: 4-year target: 48%
- Percent of Interstate Pavements in Poor Condition: 4-year target: 2%
- Percent of Non-Interstate NHS Pavements in Good Condition: 2- and 4-year targets: 31%
- Percent of Non-Interstate NHS Pavement in Poor Condition: 2- and 4-year targets: 6%
- Freight Reliability on the Interstate (Truck Travel Time Reliability Index): 2-year target – 1.21; 4-year target 1.23
- Interstate Travel Time Reliability (Percent of person-miles that have Reliable Travel Times on the Interstate): 2-year target 86%; 4-year target 85.8%
- Non-Interstate NHS Travel Time Reliability (Percent of person-miles that have Reliable Travel Times on the Non-Interstate NHS): 4-year target 74.9%



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- Congestion Mitigation and Air Quality (CMAQ) Emissions Reductions (Kilograms per day) (not applicable to Lake Havasu MPO)

In addition, on July 31, 2018, the Arizona Department of Transportation (ADOT) formally adopted the following safety targets:

- Safety
 - Number of Fatalities: 5% Increase
 - Rate of Fatalities: 2% Increase
 - Number of Serious Injuries: 1% Decrease
 - Rate of Serious Injuries: 4% Decrease
 - Number of Non-Motorized Fatalities and Serious Injuries: 3% Increase

The Lake Havasu MPO is committed to supporting the established safety targets by doing the following:

- Work with the State and system stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area
- Coordinate with the State and include the safety performance measures and HSIP targets for all public roads in the metropolitan area in the MTP (Metropolitan Transportation Plan)
- Integrate into the metropolitan transportation planning process, the interstate and national highway system goals, objectives, performance measures and targets described

Lake Havasu MPO chooses to adopt the targets established by ADOT in *perpetuity*, or until the MPO should deem it necessary to establish and adopt their own targets.

On November 13, 2018, the Lake Havasu MPO Executive Board voted to support and adopt the performance targets detailed above as established by ADOT.

Sincerely,

Mark S. Nexsen
Lake Havasu MPO Executive Board Chairman

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion and Possible Action to Approve the contract with Greenlight Traffic Engineering to update crash data and complete HSIP applications for Lake Havasu MPO and WACOG.

SUBMITTED BY: Vinny Gallegos, Director

AGENDA TYPE: Discussion / Possible Action

ATTACHMENTS:

Quote from Greenlight Traffic Engineering

SUMMARY/BACKGROUND:

Greenlight Traffic Engineering last year updated the LHMPO and successfully wrote the HSIP application for the Acoma Corridor. This year we are looking for Greenlight Traffic Engineering to update Lake Havasu MPO and WACOG crash data and prepare HSIP applications for the Region.

The quote for services, update crash data, and HSIP applications will be \$46,000 for the region.

The Lake Havasu MPO TAC has reviewed this quote and is recommending the Executive Board approve the proposal, scope of work, and payment for the crash data update and have Greenlight submit applications for HSIP call for projects FY2023-2024.

ACTION OPTION:

Motion to approve the proposal, scope of work, and payment for Greenlight Traffic Engineering in the amount of \$46,000 for the Lake Havasu MPO and WACOG Crash Data update, prepare and submit HSIP applications.

OR

Motion to decline the proposal, scope of work, and payment for Greenlight Traffic Engineering in the amount of \$46,000 for the Lake Havasu MPO and WACOG Crash Data update, prepare and submit HSIP applications.

RECOMMENDATION:

Motion to approve the proposal, scope of work, and payment for Greenlight Traffic Engineering in the amount of \$46,000 for the Lake Havasu MPO and WACOG Crash Data update, prepare and submit HSIP applications.



November 1, 2018

Jeanette Buckley
Administrative Specialist II
Lake Havasu MPO
900 London Bridge Road, Bldg. B
Lake Havasu City, AZ 86404

Re: Lake Havasu MPO and WACOG Crash Data Update and HSIP Applications
Draft Scope of Work and Fee Proposal

Dear Jeanette:

Based on discussions with LHMPO and WACOG staff this week, Greenlight Traffic Engineering, LLC (Greenlight) has prepared our scope of work and fee proposal for the **LHMPO and WACOG Crash Data Update and Highway Safety Improvement Program (HSIP) Applications**.

The total fee requested for executing this work is **\$46,000**. Following is our scope of work, cost proposal summary and anticipated schedule to complete the project.

PROJECT DESCRIPTION, SCOPE OF WORK, AND FEE

LHMPO and WACOG are seeking assistance in updating their crash data analysis from the 2017 LHMPO Strategic Transportation Safety Plan (STSP) and 2018 WACOG STSP to include the 2017 crash data recently released by ADOT. Based on the updated crash data analysis, LHMPO and WACOG anticipate submitting HSIP applications to ADOT during the 2019 call for HSIP projects for fiscal years 2023 and 2024. Greenlight will provide the following:

- Update the STSP crash data analysis to include the 2017 crash data. Use the most recent 5 years of crash data (2013-2017) to identify potential HSIP projects. Crash summaries will be provided to show changes in crashes, including severity and crash manner. Participate in one (1) LHMPO TAC meeting and one (1) WACOG TAC meeting to reach consensus on the top priority HSIP projects to pursue. Fee: \$10,000
- Complete up to three (3) HSIP applications for LHMPO and up to five (5) HSIP applications for WACOG to submit to ADOT during the 2019 call for projects. The applications will include identification of the safety countermeasures, appropriate crash modification factors, project cost estimates, and benefit/cost analyses. Fee: \$36,000

PRELIMINARY SCHEDULE MILESTONES

Milestone	Estimated Completion
Notice to Proceed	December 3, 2018
Crash Summary and Potential HSIP Locations	January 8, 2019
TAC Meetings to Review HSIP Locations	January 2019
Draft HSIP Applications	March 18, 2019
Update HSIP Applications Based on ADOT Comments	April 22, 2019

On behalf of the Greenlight team, we look forward to working with the Lake Havasu MPO and WACOG to complete this important project.

Sincerely,

Greenlight Traffic Engineering, LLC



Michael Blankenship, PE
Principal

mikeb@greenlightte.com

(623) 308-6523

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion and Possible Action to Award the Professional Services Agreement With Jacobs To Perform The Transit Implementation Plan

SUBMITTED BY: Vinny Gallegos, LHMPO Director

AGENDA TYPE: Discussion / Possible Action

ATTACHMENTS:

Professional Services Agreement

SUMMARY/BACKGROUND:

On September 18, 2018, the TAC recommended that Lake Havasu MPO select Jacobs, as the consultant for the MPO Regional Transit Feasibility and Implementation Plan. As part of the selection and moving forward with Jacobs, it was noted that the proposed dollar amount of \$159,964 was greater than the MPO had identified for this project, which was \$136,000. The TAC and staff have identified the difference of \$23,964, which could be taken from the funds being set aside for the MPO Long Range Regional Transportation Plan update. It was also identified that these funds would be replaced with FTA 5307 funds in 2019, as they will be accessible to the region.

The TAC and staff are requesting the Executive Board approve and sign the Professional Services Agreement

ACTION OPTION:

Motion that the Executive Board approve the Professional Services Agreement and transfer \$23,964 from the MPO Long Range Regional Transportation Plan Update set aside funds for the Transit Plan

OR

Motion that the Executive Board approve the Professional Services Agreement and Scope of Work with noted changes.

RECOMMENDATION:

Motion that the Executive Board approve the Professional Services Agreement and transfer \$23,964 from the MPO Long Range Regional Transportation Plan Update set aside funds for the Transit Plan



PROFESSIONAL SERVICES AGREEMENT

[Regional Transit Feasibility and Implementation Plan]

This Professional Services Agreement (“Agreement”) is made and entered into on November 13, 2018, by and between Lake Havasu Metropolitan Planning Organization ("LHMPO") and JACOBS ENGINEERING GROUP INC. ("Consultant"), both individually referenced as “Party” and collectively referenced as the “Parties.” The Parties agree as follows:

1. Scope of Work and Schedule. Consultant agrees to provide the services in relation to the Project contained and described in the attached Exhibit “A” (“Scope of Work” or “Services”). Consultant agrees to complete all Services in compliance with the Consultant’s project schedule contained in the attached Exhibit “A” (“Schedule”). When requested by LHMPO, Consultant agrees to attend LHMPO meetings and provide necessary and requested documents, including correspondence for LHMPO Board action, supporting charts, graphs, drawings, and colored slides.

2. Compensation and Payment Schedule.

2.1 LHMPO agrees to pay to the Consultant the amount specified in the budget contained in the attached Exhibit “A” (“Budget”). Payment shall not exceed the total amount set forth in Exhibit “A” unless otherwise authorized by the LHMPO.

2.2 LHMPO shall pay the Consultant monthly, based upon work performed and completed to date, and upon submission and approval of invoices and progress reports. All invoices shall document and itemize all work completed to date. Each invoice statement shall include a record of time expended and work performed in sufficient detail to justify payment. Work schedule updates must be included in the monthly progress reports.

2.3 Should the federal funding related to the Project be terminated or reduced by the federal government, or Congress rescinds, fails to renew, or otherwise reduces apportionments or obligation authority, the LHMPO shall in no way be obligated for funding or liable for any past, current, or future expenses under this Agreement.

2.4 Prior to the final payment to the Consultant, the LHMPO will deduct all unpaid privilege, license, and other taxes, fees and all other unpaid monies due the LHMPO from the Consultant, and apply those monies to the appropriate accounts. Consultant agrees to provide to the LHMPO any information necessary to determine the total amount(s) due.

3. ADOT Requirements and Title VI. Consultant agrees to comply with the Supplemental Contract Language contained in the attached Exhibit “B” required by the Arizona Department of Transportation (“ADOT”). In Exhibit “B,” Consultant has the same meaning as Contractor and MPO has the same meaning as LHMPO. Consultant also agrees to comply with the LHMPO Title VI Assurances as applicable contained in the attached Exhibit “C.”

4. Inspection; Acceptance. All Services shall be subject to inspection and acceptance by the LHMPO at reasonable times during Consultant’s performance. Consultant shall provide and maintain a self-inspection system that is acceptable to the LHMPO.

5. Performance Warranty. Consultant warrants that the Services rendered will conform to the requirements of this Agreement and to the customary professional standards in the field.

6. Licenses; Materials. Consultant shall maintain in current status all federal, state, and local licenses and permits required for the operation of the business conducted by the Consultant. LHMPO has no obligation to provide Consultant, its employees or subcontractor any business registrations or licenses required to perform the specific Services required by the Agreement. LHMPO has no obligation to provide tools, equipment, or material to Consultant.

7. Documents. All documents, including any intellectual property rights, prepared and submitted to the LHMPO under this Agreement shall be the property of the LHMPO. Any use for extensions of work beyond the Services for any other projects unrelated to the Services without written verification or adaptations by the Consultant for the specific purposes intended will be at the LHMPO’s sole risk and without liability or legal exposure to the Consultant.

8. Consultant Personnel. Consultant shall provide adequate, experienced personnel, capable of and devoted to the successful performance of the Services under this Agreement. Consultant agrees to assign specific individuals to key positions. If deemed qualified, the Consultant is encouraged to hire LHMPO residents to fill vacant positions at all levels. Consultant agrees, that upon commencement of the Services to be performed under this Agreement, key personnel shall not be removed or replaced without prior written notice to the LHMPO. If key personnel are not available to perform the Services for a continuous period exceeding 30 calendar days, or are expected to devote substantially less effort to the Services than initially anticipated, Consultant shall immediately notify the LHMPO of same and shall, subject to the concurrence of the LHMPO, replace such personnel with personnel possessing substantial equal ability and qualifications.

9. Indemnification.

9.1 To the fullest extent permitted by law, Consultant shall indemnify and hold harmless LHMPO, and its officers, employees, agents, and volunteers (collectively the “Indemnified Party”) for, from, and against any and all liabilities, damages, losses, claims, expenses, and costs (including, but not limited to, reasonable attorney’s fees and court costs), to which any Indemnified Party may become subject, under any theory of

liability whatsoever ("Claims"), to the extent that the Claims (or actions in respect thereof) are caused by the negligence, recklessness, or intentional wrongful conduct of Consultant, its officers, employees, agents, or any tier of subcontractor in connection with Consultant's work or services in the performance of this Agreement. The amount and type of insurance coverage requirements required by this Agreement will in no way be construed as limiting the scope of indemnity in this Section.

9.2 If court of law determines that this section is void under A.R.S. § 34-226 because a word, words, or phrase in this section makes this section void under A.R.S. § 34-226, then such word, words, or phrase (as applicable) shall be deemed to be stricken to the extent necessary so that this section is not void under A.R.S. § 34-226 and the remaining obligations shall remain in full force and effect; and the language of this section shall be retroactively reformed to the extent reasonably possible in such a manner so that the reformed language provides essentially the same rights and benefits to the fullest extent permitted by A.R.S. § 34-226(B).

10. Insurance. Consultant agrees to purchase and maintain for the duration of this Agreement the minimum insurance required in the attached Exhibit "D."

11. Termination; Cancellation.

11.1 For LHMPO's Convenience. This Agreement is for the convenience of the LHMPO and may be terminated without cause after receipt by Consultant of written notice by the LHMPO. Upon termination for convenience, Consultant shall be paid for all undisputed services performed to the termination date.

11.2 For Cause. If either Party fails to perform any obligation under this Agreement and such Party fails to cure its nonperformance within thirty (30) days after notice of nonperformance is given by the non-defaulting Party, such Party will be in default. In the event of such default, the non-defaulting Party may terminate this Agreement immediately for cause and will have all remedies that are available to it at law or in equity including, without limitation, the remedy of specific performance. If the nature of the defaulting Party's nonperformance is such that it cannot reasonably be cured within thirty (30) days, then the defaulting Party will have such additional period of time as may be reasonably necessary under the circumstances, provided the defaulting Party immediately (a) provides written notice to the non-defaulting Party and (b) commences to cure its nonperformance and thereafter diligently continues to completion the cure of its nonperformance. In no event shall any such cure period exceed ninety (90) days. In the event of such termination for cause, payment shall be made by the LHMPO to the Consultant for the undisputed portion of its fee due as of the termination date.

11.3 Due to Work Stoppage. This Agreement may be terminated by the LHMPO upon thirty (30) days' written notice to Consultant in the event that the Services are permanently abandoned. In the event of such termination due to work stoppage, payment shall be made by the LHMPO to the Consultant for the undisputed portion of its fee due as of the termination date.

11.4. Conflict of Interest. The Agreement may be cancelled in accordance with Arizona Revised Statutes (A.R.S.) § 38-511.

11.5 Gratuities. The LHMPO may, by written notice the Consultant, cancel this Agreement if it is found by the LHMPO that gratuities, in the form of economic opportunity, future employment, entertainment, gifts, or otherwise, were offered or given by the Consultant or any agent or representative of the Consultant to any officer, agent, or employee of the LHMPO for the purpose of securing this Agreement. In the event this Agreement is cancelled by the LHMPO under this subsection, the LHMPO shall be entitled, in addition to any other rights and remedies, to recover and withhold from the Consultant an amount equal to 150% of the gratuity.

11.6 Covenant Against Contingent Fees. Consultant warrants that no person has been employed or retained to solicit or secure this Agreement upon an agreement or understanding for a commission, percentage, brokerage, or contingent fee; and that no member of the LHMPO Board or any LHMPO employee has any interest, financially or otherwise, in Consultant. For breach or violation of this warranty, LHMPO may terminate this Agreement without liability or at its discretion deduct from the Agreement price or consideration, the full amount of such commission, percentage, brokerage, or contingent fee.

11.7 Agreement Subject to Appropriation. The LHMPO is obligated only to pay its obligations set forth in this Agreement as may lawfully be made from funds appropriated and budgeted for that purpose during the LHMPO's then current fiscal year. The LHMPO's obligations under this Agreement are current expenses subject to the "budget law" and the unfettered legislative discretion of the LHMPO concerning budgeted purposes and appropriation of funds. Should the LHMPO elect not to appropriate and budget funds to pay its Agreement obligation, this Agreement shall be deemed terminated at the end of then-current fiscal term for which such funds were appropriated and budgeted for such purpose and the LHMPO shall be relieved of any subsequent obligation under this Agreement. The Parties agree that the LHMPO has no obligation or duty of good faith to budget or appropriate the payment of the LHMPO's obligations set forth in this Agreement in any budget in any fiscal year other than the fiscal year in which this Agreement is executed and delivered. This LHMPO shall be the sole judge and authority in determining the availability of funds for its obligations under this Agreement. The LHMPO shall keep Consultant informed as to the availability of funds for this Agreement. The obligation of the LHMPO to make any payment under this Agreement is not a general obligation or indebtedness of the LHMPO. Consultant hereby waives any and all rights to bring any claim against the LHMPO from or related in any way to the LHMPO's termination of this Agreement under this subsection.

12. Miscellaneous.

12.1 Independent Contractor. It is clearly understood that each Party will act in its individual capacity and not as an agent, employee, partner, joint venturer, or associate

of the other. An employee or agent of one Party shall not be deemed or construed to be the employee or agent of the other for any purpose whatsoever. The Consultant acknowledges and agrees that the Services provided under this Agreement are being provided as an independent contractor, not as an employee or agent of the LHMPO. Consultant, its employees and subcontractors are not entitled to workers' compensation benefits from the LHMPO. The LHMPO does not have the authority to supervise or control the actual work of Consultant, its employees or subcontractors. The Consultant, and not the LHMPO, shall determine the time of its performance of the Services provided under this Agreement so long as Consultant meets the requirements of its agreed Scope of Work. Consultant is neither prohibited from entering into other contracts nor prohibited from practicing its profession elsewhere. LHMPO and Consultant do not intend to nor will they combine business operations under this Agreement.

12.2 Applicable Law; Venue. This Agreement shall be governed by the laws of the State of Arizona and suit pertaining to this Agreement may be brought only in courts in Mohave County, Arizona. In the event of litigation in a U.S. District Court, exclusive venue shall be in the U.S. District Court located in Phoenix, Arizona.

12.3 Laws and Regulations. Consultant shall keep fully informed and shall at all times during the performance of its duties under this Agreement ensure that it and any person for whom the Consultant is responsible abides by, and remains in compliance with, all rules, regulations, ordinances, statutes or laws affecting the Services, including, but not limited to, the following: (a) existing and future Lake Havasu City and Mohave County ordinances and regulations, (b) existing and future State and Federal laws and (c) existing and future OSHA standards.

12.4 Amendments. This Agreement may be modified only by a written amendment signed by persons duly authorized to enter into contracts on behalf of the LHMPO and the Consultant.

12.5 Provisions Required by Law. Each and every provision of law and any clause required by law to be in this Agreement will be read and enforced as though it were included herein and, if through mistake or otherwise any such provision is not inserted, or is not correctly inserted, then upon the application of either Party, this Agreement will promptly be physically amended to make such insertion or correction.

12.6 Severability. The provisions of this Agreement are severable to the extent that any provision or application held to be invalid by a Court of competent jurisdiction shall not affect any other provision or application of this Agreement which may remain in effect without the invalid provision or application.

12.7 Entire Agreement; Interpretation; Parol Evidence. This Agreement represents the entire agreement of the parties with respect to its subject matter, and all previous agreements, whether oral or written, entered into prior to this Agreement are hereby revoked and superseded by this Agreement. No representations, warranties, inducements or oral agreements have been made by any of the Parties except as expressly

set forth herein, or in any other contemporaneous written agreement executed for the purposes of carrying out the provisions of this Agreement. This Agreement shall be construed and interpreted according to its plain meaning, and no presumption shall be deemed to apply in favor of, or against the Party drafting this Agreement. The parties acknowledge and agree that each has had the opportunity to seek and utilize legal counsel in the drafting of, review of, and entry into this Agreement.

12.8 Assignment; Delegation. No right or interest in this Agreement shall be assigned or delegated by Consultant without prior, written permission of the LHMPO, signed by the LHMPO Director. Any attempted assignment or delegation by Consultant in violation of this provision shall be a breach of this Agreement by Consultant.

12.9 Subcontracts. No subcontract shall be entered into by the Consultant with any other Party to furnish any of the material or services specified herein without the prior approval of the LHMPO. The Consultant is responsible for performance under this Agreement whether or not subcontractors are used.

12.10 Rights and Remedies. No provision in this Agreement shall be construed, expressly or by implication, as waiver by the LHMPO of any existing or future right or remedy available by law in the event of any claim of default or breach of this Agreement. The failure of the LHMPO to insist upon the strict performance of any term or condition of this Agreement or to exercise or delay the exercise of any right or remedy provided in this Agreement, or by law, or the LHMPO's acceptance of and payment for services, shall not release the Consultant from any responsibilities or obligations imposed by this Agreement or by law, and shall not be deemed a waiver of any right of the LHMPO to insist upon the strict performance of this Agreement.

12.11 Attorneys' Fees. In the event either Party brings any action for any relief, declaratory or otherwise, arising out of this Agreement or on account of any breach or default hereof, the prevailing Party shall be entitled to receive from the other Party reasonable attorneys' fees and reasonable costs and expenses, determined by the court sitting without a jury, which shall be deemed to have accrued on the commencement of such action and shall be enforced whether or not such action is prosecuted through judgment.

12.12 Liens. All materials or services shall be free of all liens and, if the LHMPO requests, a formal release of all liens shall be delivered to the LHMPO.

12.13 Offset.

A. Offset for Damages. In addition to all other remedies at law or equity, the LHMPO may offset from any money due to the Consultant any amounts Consultant owes to the LHMPO for damages resulting from breach or deficiencies in performance or breach of any obligation under this Agreement.

B. Offset for Delinquent Fees or Taxes. The LHMPO may offset from any money due to the Consultant any amounts Consultant owes to the LHMPO for delinquent fees, transaction privilege taxes and property taxes, including any interest or penalties.

12.14 Notices and Requests. Any notice or other communication required or permitted to be given under this Agreement shall be in writing and shall be deemed to have been duly given if (a) delivered to the Party at the address set forth below, (b) deposited in the U.S. Mail, registered or certified, return receipt requested, to the address set forth below or (c) given to a recognized and reputable overnight delivery service, to the address set forth below:

If to the LHMPO: Lake Havasu LHMPO
900 London Bridge Road
Lake Havasu City, Arizona 86404
Attention: LHMPO Director

If to Consultant: **Jacobs Engineering Group, Inc.**
101 N. 1st Avenue Suite 2600
Phoenix, AZ 85003
Attention: Phyllis Davis, Project Manager

or at such other address, and to the attention of such other person or officer, as any Party may designate in writing by notice duly given pursuant to this subsection. Notices shall be deemed received (a) when delivered to the Party, (b) three (3) business days after being placed in the U.S. Mail, properly addressed, with sufficient postage or (c) the following business day after being given to a recognized overnight delivery service, with the person giving the notice paying all required charges and instructing the delivery service to deliver on the following business day. If a copy of a notice is also given to a Party's counsel or other recipient, the provisions above governing the date on which a notice is deemed to have been received by a Party shall mean and refer to the date on which the Party, and not its counsel or other recipient to which a copy of the notice may be sent, is deemed to have received the notice.

12.15 Confidentiality of Records. The Consultant shall establish and maintain procedures and controls that are acceptable to the LHMPO for the purpose of ensuring that information contained in its records or obtained from the LHMPO or from others in carrying out its obligations under this Agreement shall not be used or disclosed by it, its agents, officers, or employees, except as required to perform Consultant's duties under this Agreement. Persons requesting such information should be referred to the LHMPO. Consultant also agrees that any information pertaining to individual persons shall not be divulged other than to employees or officers of Consultant as needed for the performance of duties under this Agreement.

12.16 Records and Audit Rights. To ensure that the Consultant and its subcontractors are complying with the warranty under subsection 12.17 below, Consultant's and its subcontractor's books, records, correspondence, accounting procedures and practices, and any other supporting evidence relating to this Agreement, including the papers of any Consultant and its subcontractors' employees who perform any work or services pursuant to this Agreement (all of the foregoing hereinafter referred to as "Records"), shall be open to inspection and subject to audit and/or reproduction during normal working hours by the LHMPO, to the extent necessary to adequately permit (a) evaluation and verification of any invoices, payments or claims based on Consultant's and its subcontractors' actual costs (including direct and indirect costs and overhead allocations) incurred, or units expended directly in the performance of work under this Agreement and (b) evaluation of the Consultant's and its subcontractors' compliance with the Arizona employer sanctions laws referenced below. To the extent necessary for the LHMPO to audit Records as set forth in this subsection, Consultant and its subcontractors hereby waive any rights to keep such Records confidential. For the purpose of evaluating or verifying such actual or claimed costs or units expended, the LHMPO shall have access to said Records, even if located at its subcontractors' facilities, from the effective date of this Agreement for the duration of the work and until three years after the date of final payment by the LHMPO to Consultant pursuant to this Agreement. Consultant and its subcontractors shall provide the LHMPO with adequate and appropriate workspace so that the LHMPO can conduct audits in compliance with the provisions of this subsection. The LHMPO shall give Consultant or its subcontractors reasonable advance notice of intended audits. Consultant shall require its subcontractors to comply with the provisions of this subsection by insertion of the requirements hereof in any subcontract pursuant to this Agreement.

12.17 E-verify Requirements. To the extent applicable under A.R.S. § 41-4401, the Consultant and its subcontractors warrant compliance with all federal immigration laws and regulations that relate to their employees and their compliance with the E-verify requirements under A.R.S. § 23-214(A). Consultant's or its subcontractor's failure to comply with such warranty shall be deemed a material breach of this Agreement and may result in the termination of this Agreement by the LHMPO.

12.18 Israel. Consultant certifies that it is not currently engaged in, and agrees for the duration of this Agreement that it will not engage in, a boycott of Israel, as that term is defined in A.R.S. § 35-393.

12.19 Conflicting Terms. In the event of any inconsistency, conflict, or ambiguity among the terms of this Agreement, the Scope of Work, any LHMPO-approved Purchase Order, the Fee Proposal, the RFP and the Consultant's SOQ, the documents shall govern in the order listed herein.

12.20 Non-Exclusive Contract. This Agreement is entered into with the understanding and agreement that it is for the sole convenience of the LHMPO. The LHMPO reserves the right to obtain like goods and services from another source when necessary.

12.21. Section Headings. The headings of sections contained in this Agreement are provided for convenience only. They form no part of this Agreement and shall not affect its construction or interpretation. All references to sections or subsections refer to the corresponding sections and subsections of this Agreement. All words used herein shall be construed to be of such gender or number as the circumstances require. This "Agreement" means the Agreement and the Exhibits hereto as a whole and as the same may, from time-to-time hereafter, be amended, supplemented or modified. The words "herein," "hereby," "hereto," and words of similar import, refer to this Agreement as whole and not to any particular section, subsection, paragraph, clause or other subdivision hereof, unless otherwise specifically noted.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date and year first set forth above.

LHMPO

CONSULTANT

LHMPO Chair
Date: _____

BY: _____
Title _____
Date _____

ATTEST:
(if corporation)

_____, Secretary

APPROVED AS TO FORM:

WITNESS:
(if individual or partnership)

Attorney for LHMPO

BY: _____

EXHIBIT “A” – SCOPE OF WORK
[Attached]

EXHIBIT "B" – Supplemental Contract Language

SUPPLEMENTAL CONTRACT LANGUAGE

NO OBLIGATION BY THE FEDERAL GOVERNMENT.

1. LHMPO and Contractor acknowledge and agree that, notwithstanding any concurrence by the Federal Government in or approval of the solicitation or award of the underlying contract, absent the express written consent by the Federal Government, the Federal Government is not a party to this contract and shall not be subject to any obligations or liabilities to the LHMPO, Contractor, or any other party (whether or not a party to that contract) pertaining to any matter resulting from the underlying contract.
2. Contractor agrees to include the above clause in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clause shall not be modified, except to identify the subcontractor who will be subject to its provisions.

PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.

1. The Contractor acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. § § 3801 et seq. and U.S. DOT regulations, "Program Fraud Civil Remedies," 49 C.F.R. Part 31, apply to its actions pertaining to this Project. Upon execution of the underlying contract, the Contractor certifies or affirms the truthfulness and accuracy of any statement it has made, it makes, it may make, or causes to be made, pertaining to the underlying contract or the FTA assisted project for which this contract work is being performed. In addition to other penalties that may be applicable, the Contractor further acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification, the Federal Government reserves the right to impose the penalties of the Program Fraud Civil Remedies Act of 1986 on the Contractor to the extent the Federal Government deems appropriate.
2. The Contractor also acknowledges that if it makes, or causes to be made, a false, fictitious, or fraudulent claim, statement, submission, or certification to the Federal Government under a contract connected with a project that is financed in whole or in part with Federal assistance originally awarded by FTA under the

authority of 49 U.S.C. § 5307, the Government reserves the right to impose the penalties of 18 U.S.C. § 1001 and 49 U.S.C. § 5307(n)(1) on the Contractor, to the extent the Federal Government deems appropriate.

3. The Contractor agrees to include the above two clauses in each subcontract financed in whole or in part with Federal assistance provided by FTA. It is further agreed that the clauses shall not be modified, except to identify the subcontractor who will be subject to the provisions.

ACCESS TO RECORDS - The following access to records requirements apply to this Contract:

1. Where the Purchaser is not a State but a local government and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C. F. R. 18.36(i), the Contractor agrees to provide the Purchaser, the FTA Administrator, the Comptroller General of the United States or any of their authorized representatives access to any books, documents, papers and records of the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions. Contractor also agrees, pursuant to 49 C. F. R. 633.17 to provide the FTA Administrator or his authorized representatives including any PMO Contractor access to Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311.
2. Where the Purchaser is a State and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F.R. 633.17, Contractor agrees to provide the Purchaser, the FTA Administrator or his authorized representatives, including any PMO Contractor, access to the Contractor's records and construction sites pertaining to a major capital project, defined at 49 U.S.C. 5302(a)1, which is receiving federal financial assistance through the programs described at 49 U.S.C. 5307, 5309 or 5311. By definition, a major capital project excludes contracts of less than the simplified acquisition threshold currently set at \$100,000.
3. Where the Purchaser enters into a negotiated contract for other than a small purchase or under the simplified acquisition threshold and is an institution of higher education, a hospital or other non-profit organization and is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 C.F.R. 19.48, Contractor agrees to provide the Purchaser, FTA Administrator, the Comptroller General of the United States or any of their duly authorized representatives with access to any books, documents, papers and record of

the Contractor which are directly pertinent to this contract for the purposes of making audits, examinations, excerpts and transcriptions.

4. Where any Purchaser which is the FTA Recipient or a subgrantee of the FTA Recipient in accordance with 49 U.S.C. 5325(a) enters into a contract for a capital project or improvement (defined at 49 U.S.C. 5302(a)1) through other than competitive bidding, the Contractor shall make available records related to the contract to the Purchaser, the Secretary of Transportation and the Comptroller General or any authorized officer or employee of any of them for the purposes of conducting an audit and inspection.
5. The Contractor agrees to permit any of the foregoing parties to reproduce by any means whatsoever or to copy excerpts and transcriptions as reasonably needed.
6. The Contractor agrees to maintain all books, records, accounts and reports required under this contract for a period of not less than three years after the date of termination or expiration of this contract, except in the event of litigation or settlement of claims arising from the performance of this contract, in which case Contractor agrees to maintain same until the Purchaser, the FTA Administrator, the Comptroller General, or any of their duly authorized representatives, have disposed of all such litigation, appeals, claims or exceptions related thereto. Reference 49 CFR 18.39(i)(11).
7. FTA does not require the inclusion of these requirements in subcontracts.

FEDERAL CHANGES

Contractor shall at all times comply with all applicable FTA regulations, policies, procedures and directives, including without limitation those listed directly or by reference in the Master Agreement between Purchaser and FTA, as they may be amended or promulgated from time to time during the term of this contract. Contractor's failure to so comply shall constitute a material breach of this contract.

CIVIL RIGHTS REQUIREMENTS

1. *Nondiscrimination* - In accordance with Title VI of the Civil Rights Act, as amended, 42 U.S.C. § 2000d, section 303 of the Age Discrimination Act of 1975, as amended, 42 U.S.C. § 6102, section 202 of the Americans with Disabilities Act of 1990, 42 U.S.C. § 12132, and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees that it will not discriminate against any employee or applicant for employment because of race, color, creed, national origin, sex, age, or disability. In addition, the Contractor agrees to comply with applicable Federal implementing regulations and other implementing requirements FTA may issue.

2. *Equal Employment Opportunity* - The following equal employment opportunity requirements apply to the underlying contract:
 - a. *Race, Color, Creed, National Origin, Sex* - In accordance with Title VII of the Civil Rights Act, as amended, 42 U.S.C. § 2000e, and Federal transit laws at 49 U.S.C. § 5332, the Contractor agrees to comply with all applicable equal employment opportunity requirements of U.S. Department of Labor (U.S. DOL) regulations, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor," 41 C.F.R. Parts 60 *et seq.*, (which implement Executive Order No. 11246, "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note), and with any applicable Federal statutes, executive orders, regulations, and Federal policies that may in the future affect construction activities undertaken in the course of the Project. The Contractor agrees to take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, creed, national origin, sex, or age. Such action shall include, but not be limited to, the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
 - b. *Age* - In accordance with section 4 of the Age Discrimination in Employment Act of 1967, as amended, 29 U.S.C. § § 623 and Federal transit law at 49 U.S.C. § 5332, the Contractor agrees to refrain from discrimination against present and prospective employees for reason of age. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
 - c. *Disabilities* - In accordance with section 102 of the Americans with Disabilities Act, as amended, 42 U.S.C. § 12112, the Contractor agrees that it will comply with the requirements of U.S. Equal Employment Opportunity Commission, "Regulations to Implement the Equal Employment Provisions of the Americans with Disabilities Act," 29 C.F.R. Part 1630, pertaining to employment of persons with disabilities. In addition, the Contractor agrees to comply with any implementing requirements FTA may issue.
3. The Contractor also agrees to include these requirements in each subcontract financed in whole or in part with Federal assistance provided by FTA, modified only if necessary to identify the affected parties.

DISADVANTAGED BUSINESS ENTERPRISES

1. This contract is subject to the requirements of Title 49, Code of Federal Regulations, Part 26, *Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs*. The national

goal for participation of Disadvantaged Business Enterprises (DBE) is 10%. The agency's overall goal for DBE participation is __ %. A separate contract goal **[of __ % DBE participation has] [has not]** been established for this procurement.

2. The contractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of this DOT-assisted contract. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy as **{insert agency name}** deems appropriate. Each subcontract the contractor signs with a subcontractor must include the assurance in this paragraph (see 49 CFR 26.13(b)).
3. ***{If a separate contract goal has been established, use the following}***
Bidders/offerors are required to document sufficient DBE participation to meet these goals or, alternatively, document adequate good faith efforts to do so, as provided for in 49 CFR 26.53. Award of this contract is conditioned on submission of the following **[concurrent with and accompanying sealed bid] [concurrent with and accompanying an initial proposal] [prior to award]**:
 - a. The names and addresses of DBE firms that will participate in this contract;
 - b. A description of the work each DBE will perform;
 - c. The dollar amount of the participation of each DBE firm participating;
 - d. Written documentation of the bidder/offeror's commitment to use a DBE subcontractor whose participation it submits to meet the contract goal;
 - e. Written confirmation from the DBE that it is participating in the contract as provided in the prime contractor's commitment; and
 - f. If the contract goal is not met, evidence of good faith efforts to do so.

[Bidders][Offerors] must present the information required above **[as a matter of responsiveness] [with initial proposals] [prior to contract award]** (see 49 CFR 26.53(3)).

{If no separate contract goal has been established, use the following}
The successful bidder/offeror will be required to report its DBE participation obtained through race-neutral means throughout the period of performance.

4. The contractor is required to pay its subcontractors performing work related to this contract for satisfactory performance of that work no later than 30 days after the contractor's receipt of payment for that work from the **{insert agency name}**. In addition, **[the contractor may not hold retainage from its subcontractors.] [is required to return any retainage payments to those subcontractors within 30 days after the subcontractor's work related to this contract is satisfactorily completed.] [is required to return any retainage payments to those subcontractors within 30 days**

after incremental acceptance of the subcontractor's work by the {insert agency name} and contractor's receipt of the partial retainage payment related to the subcontractor's work.

5. Prompt Pay Legislation (A.R.S. § 28-411). In accordance with the Arizona Prompt Payment Law (A.R.S. §28-411), LHMPO shall issue payments to Consultant within 21 calendar days after receipt of complete and accurate PR unless proper objection is made under the statute. The law also requires the Consultant to pay its Subconsultants within seven (7) calendar days after receiving payment from LHMPO, to the extent of each Subconsultant's contractual interest in the payment, subject to provision of the statute.

Incomplete or incorrect PR shall be returned to the Consultant within seven (7) calendar days of receipt by LHMPO. The 21-calendar-day payment timeframe shall begin anew upon receipt of the complete and corrected PR.

The LHMPO shall not withhold retention on progress payments; however, if satisfactory progress has not been made on the project, the LHMPO may first retain a maximum of 10% of the current and subsequent billings. If unsatisfactory progress continues for a second subsequent month, the LHMPO may, at its sole option, refuse to make progress payment(s) of such sums, which the LHMPO considers necessary. This provision shall not limit the LHMPO'S rights to terminate the Agreement for default.

6. The contractor must promptly notify **{insert agency name}**, whenever a DBE subcontractor performing work related to this contract is terminated or fails to complete its work, and must make good faith efforts to engage another DBE subcontractor to perform at least the same amount of work. The contractor may not terminate any DBE subcontractor and perform that work through its own forces or those of an affiliate without prior written consent of **{insert agency name}**.

FTA TERMS

Incorporation of Federal Transit Administration (FTA) Terms - The preceding provisions include, in part, certain Standard Terms and Conditions required by DOT, whether or not expressly set forth in the preceding contract provisions. All contractual provisions required by DOT, as set forth in FTA Circular 4220.1E are hereby incorporated by reference. Anything to the contrary herein notwithstanding, all FTA mandated terms shall be deemed to control in the event of a conflict with other provisions contained in this Agreement. The Contractor shall not perform any act, fail to perform any act, or refuse to comply with any (name of grantee) requests which would cause (name of grantee) to be in violation of the FTA terms and conditions.

SUSPENSION AND DEBARMENT

This contract is a covered transaction for purposes of 49 CFR Part 29. As such, the contractor is required to verify that none of the contractor, its principals, as defined at 49 CFR 29.995, or affiliates, as defined at 49 CFR 29.905, are excluded or disqualified as defined at 49 CFR 29.940 and 29.945.

The contractor is required to comply with 49 CFR 29, Subpart C and must include the requirement to comply with 49 CFR 29, Subpart C in any lower tier covered transaction it enters into.

By signing and submitting its bid or proposal, the bidder or proposer certifies as follows:

The certification in this clause is a material representation of fact relied upon by **{insert agency name}**. If it is later determined that the bidder or proposer knowingly rendered an erroneous certification, in addition to remedies available to **{insert agency name}**, the Federal Government may pursue available remedies, including but not limited to suspension and/or debarment. The bidder or proposer agrees to comply with the requirements of 49 CFR 29, Subpart C while this offer is valid and throughout the period of any contract that may arise from this offer. The bidder or proposer further agrees to include a provision requiring such compliance in its lower tier covered transactions.

RESOLUTION OF DISPUTES AND BREACHES OR OTHER LITIGATION

Disputes - Disputes arising in the performance of this Contract which are not resolved by agreement of the parties shall be decided in writing by the authorized representative of (Recipient)'s [title of employee]. This decision shall be final and conclusive unless within [ten (10)] days from the date of receipt of its copy, the Contractor mails or otherwise furnishes a written appeal to the [title of employee]. In connection with any such appeal, the Contractor shall be afforded an opportunity to be heard and to offer evidence in support of its position. The decision of the [title of employee] shall be binding upon the Contractor and the Contractor shall abide by the decision.

Performance During Dispute - Unless otherwise directed by (Recipient), Contractor shall continue performance under this Contract while matters in dispute are being resolved.

Claims for Damages - Should either party to the Contract suffer injury or damage to person or property because of any act or omission of the party or of any of his employees, agents or others for whose acts he is legally liable, a claim for damages therefor shall be made in writing to such other party within a reasonable time after the first observance of such injury or damage.

Remedies - Unless this contract provides otherwise, all claims, counterclaims, disputes and other matters in question between the (Recipient) and the Contractor arising out of or relating to this agreement or its breach will be decided by arbitration if the parties mutually agree, or in a court of competent jurisdiction within the State in which the (Recipient) is located.

Rights and Remedies - The duties and obligations imposed by the Contract Documents and the rights and remedies available thereunder shall be in addition to and not a limitation of any duties, obligations, rights and remedies otherwise imposed or available by law. No action or failure to act by the (Recipient),

(Architect) or Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

LOBBYING

1. Clause and specific language therein are mandated by 49 CFR Part 19, Appendix A.
2. Modifications have been made to the Clause pursuant to Section 10 of the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, *et seq.*]
3. Lobbying Certification and Disclosure of Lobbying Activities for third party contractors are mandated by 31 U.S.C. 1352(b)(5), as amended by Section 10 of the Lobbying Disclosure Act of 1995, and DOT implementing regulation, "New Restrictions on Lobbying," at 49 CFR § 20.110(d)
4. Language in Lobbying Certification is mandated by 49 CFR Part 19, Appendix A, Section 7, which provides that contractors file the certification required by 49 CFR Part 20, Appendix A.
 - a. Modifications have been made to the Lobbying Certification pursuant to Section 10 of the Lobbying Disclosure Act of 1995.
5. Use of "Disclosure of Lobbying Activities," Standard Form-LLL set forth in Appendix B of 49 CFR Part 20, as amended by "Government wide Guidance For New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96) is mandated by 49 CFR Part 20, Appendix A.

Byrd Anti-Lobbying Amendment, 31 U.S.C. 1352, as amended by the Lobbying Disclosure Act of 1995, P.L. 104-65 [to be codified at 2 U.S.C. § 1601, *et seq.*] - Contractors who apply or bid for an award of \$100,000 or more shall file the certification required by 49 CFR part 20, "New Restrictions on Lobbying." Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

APPENDIX A, 49 CFR PART 20--CERTIFICATION REGARDING LOBBYING

Certification for Contracts, Grants, Loans, and Cooperative Agreements

(To be submitted with each bid or offer exceeding \$100,000)

The undersigned [Contractor] certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, *et seq.*)]
3. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Contractor, _____, certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Contractor understands and agrees that the provisions of 31 U.S.C. A 3801, *et seq.*, apply to this certification and disclosure, if any.

Signature of Contractor's Authorized
Official

Name and Title of Contractor's
Authorized Official

Date

CLEAN AIR

1. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act, as amended, 42 U.S.C. §§ 7401 *et seq.* The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.
2. The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

CLEAN WATER

1. The Contractor agrees to comply with all applicable standards, orders or regulations issued pursuant to the Federal Water Pollution Control Act, as amended, 33 U.S.C. 1251 *et seq.* The Contractor agrees to report each violation to the Purchaser and understands and agrees that the Purchaser will, in turn, report each violation as required to assure notification to FTA and the appropriate EPA Regional Office.
2. The Contractor also agrees to include these requirements in each subcontract exceeding \$100,000 financed in whole or in part with Federal assistance provided by FTA.

ENERGY CONSERVATION

The contractor agrees to comply with mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

PROHIBITED INTERESTS

1. **No member, officer, or employee of the MPO either during his or her tenure or for one year thereafter shall have any interests, direct or indirect, in this agreement or the proceeds thereof.**
2. **Contractor shall insert in all subcontractor agreements entered into connection with the Work Program or any property included or planned**

to be included in any WP, and shall require its subcontractors to insert in each of its subcontracts the provisions contained in paragraph 1 above.

INDEMNIFICATION

Contractor agrees to indemnify, defend, save and hold harmless the State of Arizona, any jurisdiction or agency issuing any permits for any work arising out of this Agreement, and their respective directors, officers, officials, agents, volunteers, and employees (hereinafter referred to as "Indemnatee") from and against any and all claims, actions, liabilities, damages, losses, or expenses (including court costs, attorneys' fees, and costs of claim processing, investigation and litigation) (hereinafter referred to as "Claims") for bodily injury or personal injury (including death), or loss or damages to tangible or intangible property caused, or alleged to be caused, in whole or in part, by the negligent or willful acts or omissions of the MPO's contractor or sub-recipient or any of the directors, officers, agents, or employees or subcontractors of such contractor or sub-recipient. This indemnity includes any claim or amount arising out of or recovered under the Workers' Compensation Law or arising out of the failure of such contractor or sub-recipient to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. It is the specific intention of the parties that the Indemnatee shall, in all instances, except for Claims arising solely from the negligent or willful acts or omissions of the Indemnatee, be indemnified by such contractor or sub-recipient from and against any and all claims. It is agreed that such contractor or sub-recipient will be responsible for primary loss investigation, defense and judgment costs where this indemnification is applicable.

Contractor further agrees to include a similar indemnification in any subcontracts it enters into with subcontractors related to this Agreement.

PUBLICATIONS

All reports and maps completed as a part of this Agreement, jointly written or produced by the MPO, except copies of such documents made for the exclusive internal use of the MPO, shall include an acknowledgment on the front cover or a title page, or in the case of maps, in the title block, which identifies the cooperative parties.

In addition, in accordance with 23 CFR 420.117(e), all such documents shall contain the following disclaimer statement:

"This report was funded in part through grant[s] from the Federal Highway Administration and/or Federal Transit Administration, U.S. Department of Transportation. The contents of this report reflect the views and opinions of the author(s) who is responsible for the facts and accuracy of the data presented herein. The contents do not necessarily state or reflect the official views or policies of the U.S. Department of Transportation, the Arizona Department of Transportation, or any other State or Federal Agency. This report does not constitute a standard, specification or regulation".

**EXHIBIT “C”-LHMPO Title VI Assurances
[Attached]**

EXHIBIT “D”- INSURANCE REQUIREMENTS
[Attached]

III. CERTIFICATION and ASSURANCES

Lake Havasu Metropolitan Planning Organization **Title VI Assurances**

The **Lake Havasu Metropolitan Planning Organization** (herein referred to as the "Recipient"), HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through *Federal Highway Administration and Arizona Department of Transportation*, is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21 (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation--Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);
- 23 C.F.R. Part 200 Subchapter C-Civil Rights (Title VI program implementation and related statutes)

The preceding statutory and regulatory cites hereinafter are referred to as the "Acts" and "Regulations," respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda and/or guidance, the Recipient hereby gives assurances that it will promptly take any measures necessary to ensure that:

"No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, for which the Recipient receives Federal financial assistance from DOT, including the Federal Highway Administration.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its *Federal Aid Highway Program*.

1. The Recipient agrees that each "activity," "facility," or "program," as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. § 21 will be (with regard to an "activity") facilitated, or will be (with regard to a "facility") operated, or will be (with regard to a "program") conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with all *Federal Aid Highway Program* and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

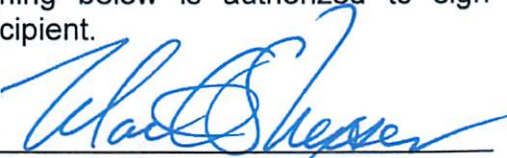
"The Lake Havasu Metropolitan Planning Organization, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252.42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award."

3. The Recipient will insert the clauses of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.
5. That where the Recipient receives Federal financial assistance to a construct a facility or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:

- a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
- a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, sub-grantees, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, **Lake Havasu Metropolitan Planning Organization** also agrees to comply (and require any sub-recipients, sub-grantees, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing *Federal Highway Administration or Arizona Department of Transportation* access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the *Federal Highway Administration or Arizona Department of Transportation*. You must keep records, reports, and submit the material for review upon request to *Federal Highway Administration, Arizona Department of Transportation*, or its designee in timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

Lake Havasu Metropolitan Planning Organization gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the *Federal Highway Administration and Arizona Department of Transportation*. This ASSURANCE is binding on Arizona, other recipients, sub-recipients, sub-grantees, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the *Federal Aid Highway Program*. The person(s) signing below is authorized to sign this ASSURANCE on behalf of the Recipient.

By 
Mark S. Nexsen, Chairman
Lake Havasu Metropolitan
Planning Organization

6/12/18
Date

Appendix A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. Compliance with Regulations: The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, *Federal Highway Administration or the Arizona Department of Transportation*, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. Non-discrimination: The contractor, with regard to the work performance by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's

obligations under this contract and the Acts and Regulations relative to Non-discrimination on the grounds of race, color, or national origin.

4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient, the *Federal Highway Administration or Arizona Department of Transportation* to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation*, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the *Federal Highway Administration or Arizona Department of Transportation*, may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. Cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with request to any subcontract or procurement as the Recipient, the *Federal Highway Administration, or Arizona Department of Transportation* may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Appendix B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting

EXHIBIT "C"- INSURANCE REQUIREMENTS

LIABILITY INSURANCE REQUIREMENTS

A. Consultant and subcontractors shall procure and maintain until all of their obligations have been discharged, including any warranty periods under this Agreement, are satisfied, insurance against claims for injury to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, employees or subcontractors.

B. The *insurance requirements* herein are minimum requirements for this Agreement and in no way limit the indemnity covenants contained in this Agreement. The LHMPO in no way warrants that the minimum limits contained herein are sufficient to protect the Consultant from liabilities that might arise out of the performance of the work under this Agreement by the Consultant, its agents, representatives, employees or subcontractors, and Consultant is free to purchase additional insurance.

C. MINIMUM SCOPE AND LIMITS OF INSURANCE: Consultant shall provide coverage with limits of liability not less than those stated below.

1. **Commercial General Liability – Occurrence Form**

Policy shall include bodily injury, property damage, personal injury and broad form contractual liability coverage.

- | | |
|----------------------|-------------|
| a. General Aggregate | \$2,000,000 |
| b. Each Occurrence | \$1,000,000 |

- i. The policy shall be endorsed, as required by this written agreement, to include the following additional insured language: "*Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Consultant. "*
- ii. Policy shall contain a waiver of subrogation, as required by this written agreement, in favor of the Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees for losses arising from work performed by or on behalf of the Consultant.
- iii. Completed operations coverage shall remain effective for at least two years following expiration of Agreement.

2. **Business Automobile Liability**

a. Bodily Injury and Property Damage for any owned, hired, and non-owned vehicles used in the performance of this Agreement.

Combined Single Limit (CSL)	\$1,000,000
-----------------------------	-------------

- i. The policy shall be endorsed to include the following additional insured language: "*Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees shall be named as additional insureds with respect to liability arising out of the activities performed by or on behalf of the Consultant,*

involving automobiles owned, leased, hired or borrowed by the Consultant ."

- ii. Policy shall contain a waiver of subrogation against Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees for losses arising from work performed by or on behalf of the Consultant.

3. Workers' Compensation and Employers' Liability

a. Workers' Compensation	Statutory
b. Employers' Liability	
Each Accident	\$1,000,000
Disease – Each Employee	\$1,000,000
Disease – Policy Limit	\$1,000,000

- i. Policy shall contain a waiver of subrogation endorsement, as required by this written agreement, in favor of Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees for losses arising from work performed by or on behalf of the Consultant.
- ii. This requirement shall not apply to each contractor or subcontractor that is exempt under A.R.S. § 23-901, AND when such contractor or subcontractor executes the appropriate waiver (Sole Proprietor/Independent Contractor) form.

4. Professional Liability (Errors and Omissions Liability)

- | | |
|---------------------|-------------|
| a. Each Claim | \$1,000,000 |
| b. Annual Aggregate | \$2,000,000 |
- i. In the event that the professional liability insurance required by this Agreement is written on a claims-made basis, Consultant warrants that any retroactive date under the policy shall precede the effective date of this Agreement; and that either continuous coverage will be maintained or an extended discovery period will be exercised for a period of two (2) years beginning at the time work under this Agreement is completed.
 - ii. The policy shall cover professional misconduct, negligent acts, or lack of ordinary skill for those positions defined in the Scope of Work of this Agreement.

D. ADDITIONAL INSURANCE REQUIREMENTS: The policies, with the exception of Workers' Compensation, shall include, or be endorsed to include, the following provisions:

1. Lake Havasu Metropolitan Planning Organization and its boards, officers, officials, agents, volunteers, and employees wherever additional insured status is required.
2. The Consultant's insurance coverage shall be primary insurance with respect to all other available sources.
3. Coverage provided by the Consultant shall not be limited to the liability assumed under the

indemnification provisions of this Agreement.

- E. **NOTICE OF CANCELLATION:** Each insurance policy required by the insurance provisions of this Agreement shall not be suspended, voided, cancelled, reduced in coverage or in limits without ten (10) business days written notice to the LHMPO. Such notice shall be mailed directly to the LHMPO and shall be sent by certified mail, return receipt requested.
- F. **ACCEPTABILITY OF INSURERS:** Insurance is to be placed with duly licensed or approved non-admitted insurers in the state of Arizona with an “A.M. Best” rating of not less than A-VII. The State of Arizona in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.
- G. **VERIFICATION OF COVERAGE:**
 - 1. Consultant shall furnish the LHMPO with certificates of insurance as required by this Agreement. The certificates for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf.
 - 2. All certificates and endorsements are to be received and approved by the LHMPO at least ten (10) days before work commences. Each insurance policy required by this Agreement must be in effect at or prior to commencement of work under this Agreement and remain in effect for the duration of the Project. Failure to maintain the insurance policies as required by this Agreement, or to provide evidence of renewal, is a material breach of this Agreement.
 - 3. All certificates required by this Agreement shall be sent directly to the LHMPO. The Project description shall be noted on the certificate of insurance. LHMPO reserves the right to require complete, certified copies of all insurance policies required by this Agreement at any time.
- H. **SUBCONTRACTORS:** Consultant’s certificate(s) shall include all subcontractors as insureds under its policies **or** Consultant shall furnish to the LHMPO separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to the minimum requirements identified above.
- G. **APPROVAL:** Any modification or variation from the *insurance requirements* in this Agreement shall be made by the contracting agency in consultation with the LHMPO. Such action will not require a formal Contract amendment, but may be made by administrative action.
- H. **EXCEPTIONS:** In the event the Consultant or sub-contractor(s) is/are a public entity, then the Insurance Requirements shall not apply. Such public entity shall provide a Certificate of Self-Insurance. If the Consultant or sub-contractor(s) is/are a State of Arizona agency, board, commission, or university, none of the above shall apply.

EXHIBIT F
DISADVANTAGED BUSINESS ENTERPRISE (DBE) REQUIREMENTS
REV 7/01/2017

Disadvantaged Business Enterprises (DBE): The Department has received Federal financial assistance from the U.S. Department of Transportation and as a condition of receiving this assistance, the Department has signed an assurance that it will comply with 49 CFR Part 26. All Grantees and Subrecipients of federal financial assistance through ADOT are required to have adopted the Department's policy and program and are required to administer and manage the contracts according to all regulations, program, and policy requirements from contract initiation through closeout. It is the policy of the Department to ensure that DBEs as defined in 49 CFR Part 26 have an equal opportunity to receive and participate in USDOT-assisted contracts. It is ADOT's policy to ensure that DBEs as defined in 49 CFR Part 26 have an equal opportunity to receive and participate in DOT-assisted contracts and to facilitate and encourage participation of Small Business Concerns (SBCs) in USDOT-assisted contracts. The Department intends to meet an overall annual goal for DBE participation on Federal-aid contracts using a combination of race conscious and race neutral efforts. Race conscious participation occurs where the contractor uses a percentage of DBEs to meet a contract-specified goal. Race neutral participation means a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.

The ADOT DBE Program Plan and LPA/Sub-SUBRECIPIENT DBE Guidelines are located online at <http://www.azdot.gov/business/business-engagement-and-compliance> and are herein incorporated by reference.

In compliance with the ADOT DBE Program Plan, the SUBRECIPIENT/SUBGRANTEE shall not, directly or through contractual or other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program. The SUBRECIPIENT/SUBGRANTEE will not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, national origin, age, or disability.

The SUBRECIPIENT shall take all necessary actions required under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of DOT-assisted contracts.

DBE Program Compliance Required Activities

By executing this Agreement, the Subrecipient/Subgrantee, agrees to perform the following minimum actions:

- 1) Designate a Disadvantaged Business Enterprise Liaison Officer (DBELO), responsible for adopting and implementing ADOT's DBE Program Plan; acting as the single point of contact for DBE compliance.
- 2) Adhere to the ADOT DBE Program Plan and concomitant procedures.
- 3) Follow ADOT's guidelines and procedures, and use the forms developed by ADOT to implement its DBE program.
- 4) Participate in training conducted by ADOT related to DBE requirements and program regulations
- 5) Require firms that work on DOT-assisted contracts to register in AZ UTRACS.
- 6) Encourage small firms to register via the AZ UTRACS web portal.
- 7) Utilize certified DBEs found in the AZ UTRACS web portal.
- 8) Include applicable DBE contract specifications as provided by ADOT in all DOT-assisted contract bid advertisements, bid packages, statements of qualification, requests for proposal or other solicitation documents.
- 9) No later than 15 calendar days after Notice of Procurement Award to a Vendor/Contractor, the SUBRECIPIENT shall enter the name, contact information, and subcontract amounts for all Contracts with federal funding participation associated with this Grant Agreement
- 10) No later than 15 days after the end of each month, report payments to prime contractors within the ADOT Local Public Agencies DBE Reporting System located at www.arizonalpa.dbesystem.com.

- 11) Monitor and enforce that contractors enter and report subcontractor payments by the last day of each month in the LPA DBE System and that Prompt Payment of DBEs and other subcontractors are monitored and enforced. Monitoring is accomplished through the LPA audit process and its notifications.
- 12) The SUBRECIPIENT shall confirm good faith by the contractor or determine any action required in response to the contractor submission of a verifiable explanation of the discrepancy in the DBE System as early as practicable but in no case later than seven days after reviewing relevant documentation.
- 13) Monitor and ensure Contractor compliance with DBE policies and regulations, including with the ADOTs concurrence, deems appropriate, which may include, but is not limited to:
 - Withholding payments;
 - Assessing sanctions;
 - Liquidated damages; and/or
 - Disqualifying the contractor from future bidding on the grounds of being non-responsible.
- 14) ADOT may conduct project site visits to ensure all DBEs are meeting a Commercially Useful Function (CUF) on each DOT-assisted contract. Any DBE determined to not be performing a commercially useful function will be notified by the SUBRECIPIENT within seven calendar days of the decision. In the event that the DBE appeals the decision to ADOT's Business Engagement and Compliance Office, the decision remains in effect unless and until ADOT BECO reverses or modifies Grantee decision. ADOT BECO will promptly consider any appeals and notify the contractor of the ADOT BECO findings and decisions. Decisions on CUF matters are not administratively appealable to USDOT.
- 15) Ensure that all DBE Certification of Final Payment Forms are submitted to ADOT BECO when submitted by contractors. Upload the completed forms in the LPA System during contract closeout.
- 16) Ensure timely contract closeout by ensuring all subcontractor payments are reported in the DBE System, closeout contracts in the LPA DBE reporting system, and complete all mandatory reporting requirements in the LPA DBE system by April 1st and October 1st of each year.
- 17) Part of the proposal submission during a formal procurement (RFP, IFB, etc.), the Grantee must incorporate receipt of a bidder's list into the responsiveness / susceptible for award determination. All bidders shall submit to the Grantee a copy of the email confirmation no later than 4:00 p.m. on the seventh calendar day following the bid opening. Faxed copies are acceptable. FAILURE TO SUBMIT THE REQUIRED BIDDERS/PROPOSERS LIST TO THE GRANTEE PROCUREMENT OFFICE BY THE STATED TIME AND IN THE MANNER HEREIN SPECIFIED SHALL BE CAUSE FOR THE BIDDER BEING DEEMED INELIGIBLE FOR AWARD OF THE CONTRACT.
- 18) Cooperate with ADOT or DOT audits and site visits for DBE regulation and contract compliance; providing access to procedures; project files; and enabling onsite interviews with contracting, financial, DBE compliance, and project staff.
- 19) Each contract you sign with a contractor or consultant and each subcontract a prime signs with a subcontractor must include the following assurance:

A vendor/contractor/consultant/subcontractor/subconsultant (herein after referred to as "contractor") shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of USDOT-assisted contracts. Failure by the contractor to carry out these requirements represents a material breach of this contract, which may result in the termination of this contract or such other remedy as the Grantee, with the Department's concurrence, deems appropriate, which may include, but is not limited to:

- *Withholding payments;*
- *Assessing sanctions;*
- *Liquidated damages; and/or*
- *Disqualifying the contractor from future bidding on the grounds of being non-responsible.*

The contractor shall ensure that all subcontract agreements at all tiers contain this clause.

Jeanette Buckley

From: DBE Contract Goals <DBEContractGoals@azdot.gov>
Sent: Wednesday, August 8, 2018 4:27 PM
To: Jeanette Buckley; Vinny Gallegos
Cc: DBE Contract Goals
Subject: MEMO: Completed goal setting assessment for contract MPD176569.19-700.3

Memo To: Jeanette Buckley & Vinny Gallegos
Representing: LPA/Subrecipient Lake Havasu Metropolitan Planning Organization

Regarding Goal Request for Contract #: **MPD176569.19-700.3**
Project Title/Description: LHMPO Transit Implementation Plan

DBE Goal Assessment: 0.00%

(ADOT only) OJT hours: # or None

The DBE goal assessed for the above referenced project is **0.00%** and expires 120 calendar days from this date. This goal CANNOT be used in an advertisement after **12/06/2018**; however, the project can be re-submitted so it can be assessed again, if necessary. To do so, you must log-in to the [DBE Contract Goal Setting System](#) and re-submit the project, allowing 10 business days for BECO to re-assess the goal.

Contact ADOT Business Engagement and Compliance Office at (602)712-7761 if you have any questions regarding this goal assessment.

Sincerely,
DBE Contract Goal Setting Team
ADOT Business Engagement and Compliance Office (BECO)
(602)712-7761 (Direct)
www.azdot.gov

Confidentiality and Nondisclosure Notice: This email transmission and any attachments are intended for use by the person(s)/entity(ies) named above and may contain confidential/privileged information. Any unauthorized use, disclosure or distribution is strictly prohibited. If you are not the intended recipient, please contact the sender by email, and delete or destroy all copies plus attachments.



NOTICE OF REQUEST FOR PROPOSALS (RFP)

For

**Lake Havasu Metropolitan Planning Organization (LHMPO)
Regional Transit Feasibility and Implementation Plan**

ISSUED: August 13th 2018

DEADLINE FOR SUBMISSION: September 5th 3 PM

**FTA Grant #AZ-80-0023
ADOT Contract #MPD176569.19-700-3
CFDA FTA 20.505
CFDA FHWA 20.205**

Lake Havasu Metropolitan Planning Organization
928-453-2824

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SOLICITATION

Lake Havasu Metropolitan Planning Organization Request for Proposals

Regional Transit Feasibility and Implementation Plan

The Lake Havasu Metropolitan Planning Organization (herein referred to as “LHMPO”) solicits proposals in written format for professional services to develop a Regional Transit Feasibility and Implementation Plan.

Proposals will be received until September 5, 2018, by 3:00 p.m. at the Lake Havasu City Clerk Office, 2330 McCulloch Blvd. North, Lake Havasu City, AZ 86403.

Any response received at or after 3:00 pm on the above stated date will be returned unopened. The LHMPO reserves the right to reject any and all responses and assumes no liability for the cost of preparing a response to this request.

The outside of the response envelope shall indicate the name and address of respondent, and addressed to City Clerk, Lake Havasu City, 2330 McCulloch Blvd. North, Lake Havasu City, AZ 86403. Please note on the outside of the envelope:

LHMPO Request for Proposals: Lake Havasu MPO Regional Transit Feasibility and Implementation Plan

A copy of the RFP can be obtained through Onvia DemandStar at www.demandstar.com, Lake Havasu City's Website at www.lhcaz.gov or Lake Havasu MPO's Website at www.lhmipo.org.

To verify that you are registered as an RFP Holder, please contact Lake Havasu City Procurement Office, at Purchasing@lhcaz.gov.

Published: Today's News Herald
Arizona Business Gazette

I. INTRODUCTION/PROJECT DESCRIPTION

The 2010 United States Census indicated that Lake Havasu City had surpassed the 50,000 population threshold thus requiring the establishment of a Metropolitan Planning Organization (MPO). On March 26, 2013, Arizona Governor Jan Brewer, signed a letter requesting the Federal Highways Administration approve Lake Havasu Metropolitan Planning Organization be approved as the sixth Metropolitan Planning Organization (MPO) within the State of Arizona. The MPO boundary includes Lake Havasu City and portions of Mohave County

The LHMPO is pursuing a project that will develop comprehensive Regional Transit Feasibility and Implementation Plan for the Lake Havasu Urbanized Area. The Plan will address the necessary steps to implement transit in the LHMPO area. The LHMPO will strive to address issues and needs for transit users in the immediate and 5, 10 and 20-year Implementation Plan. The feasibility aspects should analyze the market potential and viability of transit demands for the current and future Lake Havasu region. The transit plan efforts should include innovative public outreach that includes the general public, businesses, interest groups, and related stakeholders.

The Plan will establish regional objectives and strategies to serve the need of the public yet at the same time do so safely and practically. It is also the intent of this plan to serve as the main support to have the region designated for use of the FTA 5307 urbanized transit funds. The plan should describe sustainable approach utilizing these funds.

II. GUIDELINES FOR SUBMITTAL

The RFP respondent shall submit written proposals in compliance with the following requirements:

- Maximum length is 12 pages
- Page limit is for the proposal content only and does not include covers, cover letter, table of contents, dividers, or resume appendix.
- Single-sided standard 8 ½" x 11 page size
- No other page size is allowed
- 12 point font only for text content
- 10 point font minimum for tables, charts, graphs, captions, and team organization chart
- Cover letter shall be limited to one page only and must be signed by a party authorized to bind the entity submitting the proposal.
- Seven (7) bound hard copies and an enclosed electronic copy in pdf format (on a CD or USB storage device) of the complete proposal submittal document.
- Submitted proposals become the property of the Lake Havasu MPO and will not be returned.
- Consultant may include at least one (1); however, not more than three (3) sample reports that illustrate similar projects. Sample reports can be returned if requested.

Faxed or e-mailed Responses **will not** be accepted.

All costs incurred for the response preparation, presentation, or contract negotiations are the responsibility of the consulting firm. LHMPO will not pay for any information solicited or received.

**** ALL PRIME CONSULTANTS, SUBCONSULTANTS AND DBE'S MUST BE REGISTERED IN THE AZ UTRACS SYSTEM ON THE ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) WEB SITE PRIOR TO RESPONDING TO THIS SOLICITATION AND MUST COMPLETE AN ON-LINE BIDDERS/PROPOSERS LIST AT AZ UTRACS WEB PORTAL; AND SUBMIT THE CORRESPONDING BIDDERS LIST EMAIL CONFIRMATION WITH THE RFQ RESPONSE.****

III. RESPONSE SUBMISSION

Responses shall be submitted to:

City Clerk
Lake Havasu City
2330 McCulloch Blvd. North
Lake Havasu City, AZ 86403

The outside of the response envelope shall indicate the name and address of respondent, and **LHMPO Request for Response: Lake Havasu MPO Regional Transit Feasibility and Implementation Plan** must be noted on the outside of the envelope

Written questions regarding this RFP must be received no later than 10 working days before submittal due date. Questions *may* then be responded to by written amendment to this document. Verbal statements or instructions shall not constitute an amendment to the RFP. Written questions should be submitted to:

Vincent Gallegos, Director
Lake Havasu MPO
900 London Bridge Road, Building "B"
Lake Havasu City, AZ 86404
Or emailed to: GallegosV@lhcaz.gov / 928-453-2824

Late submittals will not be accepted and will be returned to responder.

IV. TIME FRAME

The consultant shall provide a proposed schedule for the completion of the LHMPO Regional Transit Feasibility and Implementation Plan and Progress Schedule should be provided to illustrate the interrelationships and scheduling of the Work Tasks, deliverables and meetings.

V. COMPENSATION

The selected consultant shall provide a monthly brief written progress report. Additionally, a progress report must accompany each project billing. The report shall include, at a minimum, a statement of work accomplished to date and during the billing period, the budgeted amount by work task, and percent completion, the hours expended and cost for the billing period, and the amount spent to date.

All work described in the '*Scope of Work*' shall be completed to the satisfaction of the Lake Havasu MPO's Technical Advisory Committee, the Lake Havasu MPO Director, and the Lake Havasu MPO Executive Board.

VI. SCOPE OF WORK

The Scope of Work is attached in Appendix "A". The Scope of Work is provided as a guide and Responders are encouraged to offer refinements the Scope in their submittals.

VII. QUALIFICATIONS

The LHMPO is requesting a consultant/firm professional services that has both educational background and demonstrated experience in transit planning in development of a Transit Feasibility and Implementation Plan. The following items should be included in the response:

1. **Objectives:** A set of proposed technical objectives which the study efforts are to meet. The objectives should clearly and concisely state the intent of the project. They should reflect the proposer's creativity and understanding of the project.
2. **Content of Anticipated Products:** A list of proposed Work Tasks that the consultant has identified for this project. Each Work Task should include applicable work, issues, problems and potential solutions. There should be an explanation how the anticipated results will be reported. The final Scope of Work will be included in the contract and potential refinements to the Scope of Work may occur.
3. **Project Staff:** Briefly describe how the Work Tasks will be completed through the use of staff assigned to the project. The information should include:
 - Firm name and name of team members
 - Role of each member
 - Percentage of time each member is committed for the contract period
 - Percentage of effort scheduled for each team member on each element of work
 - Provide organizational chart including the project manager
4. **Qualifications and Experience of Staff:** Provide a statement of relevant experience and qualifications of each project team member, as well as length of time with the firm. Any experience listed should be within the past ten (10) years. Any Registrations or Licenses must be in good standing.
5. **Relevant Projects and References:** A list of projects completed in the last ten (10) years must be provided by the proposer and subconsultants, of similar projects proposed for this study. The information provided shall include the following:
 - Project dates (state completed, in progress or planned)
 - Name and address of organization for whom the project was performed
 - Name and current telephone number of individual of the organization who is familiar with the work performed
 - Brief description of the study
 - List of staff of the Firm who participated in the study or plan

VIII. EVALUATION / SELECTION PROCESS

The LHMPO will have a selection panel with members from the Lake Havasu MPO Technical Advisory Committee (TAC) and MPO Director to review then select the consultant for the plan. The selection panel reserves the right to contact references provided by the responder and subconsultants and solicit information from available sources deemed pertinent to the evaluation process. The LHMPO or TAC also may contact Responders for clarification of information provided.

Each response submitted will be evaluated as follows:

- 25 points Project understanding and approach
- 25 points Identification of key issues that need to be considered with potential solutions
- 25 points Experience and capabilities in development of similar studies

- 10 points The Firm's team within current and anticipated work load for this project
- 10 points Cost Proposal
- 5 points Schedule

After evaluation of the Request for Proposals received, the selection committee may interview up to three (3) firms. A **presentation/interview session with each of the firms could comprise as a second half of the evaluation/selection process**. Prior to the interview, the selected firms will be provided with questions prepared by the selection committee. Additionally, in the presentation/interview, candidate firms will be required to demonstrate their understanding and familiarity with the scope, location, and other aspects of this project. Criterion upon which the presentation/interview of each firm will be evaluated, with weighting for each criterion are as follows:

- 1) 25 points Observation of existing conditions and key project information
- 2) 25 points Identification of key issues or problems that will need to be considered
- 3) 25 points Innovative approaches in the process
- 4) 25 points Experience and capabilities in development of similar studies

The selection committee will individually evaluate the presentation/interview of each of the candidate firms and rate them accordingly to the aforementioned criteria. The Committee will then formulate a consensus ranking, and the Lake Havasu MPO Director will notify each candidate firm's rankings and meet with the top ranked firm for the purposes of negotiating a contract. If negotiations are unsuccessful, the MPO Director will terminate negotiation efforts and open negotiations with the 2nd ranked firm. The process will continue until negotiations are successful. Once a contract/professional service agreement has been successfully negotiated, the contract/professional service agreement will be required to be approved by the Lake Havasu MPO Attorney and the Lake Havasu MPO Executive Board.

The Lake Havasu MPO reserves the right to reject all proposals and to make an award which is considered to be in the best interest of the region. It is the intent to award the Agreement to the consultant that most closely meets the specific needs of the LHMPO. .

The LHMPO reserves the right to withdraw this solicitation for a response at any time without prior notice.

IX. ADDITIONAL TERMS AND CONDITIONS

1. This solicitation does not commit the LHMPO to award an Agreement or to pay for costs associated with the preparation of the RFP or pre-agreement expenses. The LHMPO reserves the right to accept or reject any or all RFP responses received, to cancel all or part of the RFP, or to negotiate with all qualified firms.
2. The LHMPO may at its discretion, require additional terms and conditions at the time the final Agreement is negotiated. The additional terms and conditions would be for clarification of particular language or correcting errors in the RFP; such as, omissions or misstatements that are discovered.
3. No prior, current or post-award verbal agreement(s) with any officer or employee of LHMPO shall affect, modify or supersede any terms or modifications of this RFP.
4. The Firm/individual chosen, may be required to submit revisions of their responses as a result of negotiations.
5. The selected Firm will be required to furnish evidence of insurance coverage to include, but not limited to Professional Liability, Workers Compensation and automobile. Set limits will be provided at contract negotiations.

6. The selected consultant and subconsultants shall possess any necessary Arizona licenses and permits necessary to operate in the State and shall provide evidence of such to the LHMPO.
7. The selected consultant and subconsultants shall not assign or subcontract services or responsibilities without prior written approval from the LHMPO.
8. Any changes to the response requirements will be made by written addendum.
9. The LHMPO reserves the right to waive any minor irregularities, informalities or oversights in the RFP documents, or any corresponding responses that does not materially affect or alter the intent and purpose of the RFP, that is not in violation of Arizona or Federal Government rules, laws and regulations.

X. PROJECT SCHEDULE

<u>August 13, 2018</u>	RFP Issued & Advertised
<u>August 23, 2018</u>	Last Day Questions may be posed to the LHMPO regarding RFQ
<u>September 5, 2018</u>	RFP's due by 3:00 pm
<u>September 11, 2018</u>	Evaluation Committee reviews requests for statements of interests and qualifications and ranks the Firms
<u>September 18, 2018</u>	Consultant Presentations/Interviews (optional)
<u>September 18, 2018</u>	Selected Firm Approved by the MPO Technical Advisory Committee's Official
<u>October 9, 2018</u>	Selected Firm Approved by the MPO Executive Board
<u>October 16, 2018</u>	Professional Service Agreement Approved by TAC
<u>November 13, 2018</u>	Professional Service Agreement Approved by EB
<u>November 14, 2018</u>	Notice to Proceed Issued

XI. DISADVANTAGE BUSINESS ENTERPRISE (DBE)

IT IS IMPORTANT TO READ AND COMPLY WITH APPENDIX "B".

A DBE GOAL OF 0% HAS BEEN ESTABLISHED ON THIS CONTRACT. THE CONSULTANT IS STILL ENCOURAGED TO OBTAIN DBE PARTICIPATION ABOVE THE GOAL ON THIS PROJECT.

**** ALL PRIME CONSULTANTS, SUBCONSULTANTS AND DBE'S MUST BE REGISTERED IN THE AZ UTRACS SYSTEM ON THE ARIZONA DEPARTMENT OF TRANSPORTATION (ADOT) WEB SITE AT THE TIME OF RESPONDING TO THIS SOLICITION AND MUST COMPLETE AN ON-LINE BIDDERS/PROPOSERS LIST AT AZ UTRACS WEB PORTAL; AND SUBMIT THE CORRESPONDING BIDDERS LIST EMAIL CONFIRMATION WITH THE RFQ RESPONSE.****

XII. TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

The Recipient understands and agrees that it must comply with applicable Federal civil rights laws and regulations, and follow applicable Federal guidance, except as the Federal Government determines otherwise in writing.

Therefore, unless a Recipient or Program, including an Indian Tribe or the Tribal Transit Program, is specifically exempted from a civil rights statute, FTA requires compliance with that civil rights statute, including compliance with equity in service:

a. Nondiscrimination in Federal Public Transportation Programs. The Recipient agrees to, and assures that each Third Party Participant will, comply with Federal transit law, 49 U.S.C. § 5332 (FTA's "Nondiscrimination" Religion, (d) National origin, (e) Sex, (f) Disability, (g) Age, or (h) Gender identity and (2) The FTA "Nondiscrimination" statute's prohibition against discrimination includes: (a) Exclusion from participation, (b) Denial of program benefits, or (c) Discrimination, including discrimination in employment or business opportunity, (3) Except as FTA determines otherwise in writing: (a) General. Follow: 1 The most recent edition of FTA Circular 4702.1, "Title VI Requirements and Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance, and 2 Other applicable Federal guidance that may be issued, but (b) Exception for the Tribal Transit Program. FTA does not require an Indian Tribe to comply with FTA program-specific guidelines for Title VI when administering its projects funded under the Tribal Transit Program,

b. Nondiscrimination – Title VI of the Civil Rights Act. The Recipient agrees to, and assures that each Third Party Participant will: (1) Prohibit discrimination based on: (a) Race, (b) Color, or (c) National origin, (2) Comply with: (a) Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d et seq., (b) U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964," 49 C.F.R. part 21, and (c) Federal transit law, specifically 49 U.S.C. § 5332, as stated in the preceding section a, and (3) Except as FTA determines otherwise in writing, follow: (a) The most recent edition of FTA Circular 4702.1, "Title VI and Title VI-Dependent Guidelines for Federal Transit Administration Recipients," to the extent consistent with applicable Federal laws, regulations, and guidance. (b) U.S. DOJ, "Guidelines for the enforcement of Title VI, Civil Rights Act of 1964," 28 C.F.R. § 50.3, and (c) Other applicable Federal guidance that may be issued, Equal Employment Opportunity. (1) Federal Requirements and Guidance. The Recipient agrees to, and assures that each Third Party Participant will, prohibit discrimination on the basis of race, color, religion, sex, or national origin, and: (a) Comply with Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e et seq., (b) Facilitate compliance with Executive Order No. 11246,

c. "Equal Employment Opportunity," as amended by Executive Order No. 11375, "Amending Executive Order No. 11246, Relating to Equal Employment Opportunity," 42 U.S.C. § 2000e note, (c) Comply with Federal transit law, specifically 49 U.S.C. § 5332, as stated in section a, and (d) Comply with other applicable EEO laws and regulations, as provided in Federal guidance, including laws and regulations prohibiting discrimination on the basis of disability, except as the Federal Government determines otherwise in writing, (2) General. The Recipient agrees to: (a) Ensure that applicants for employment are employed and employees are treated during employment without discrimination on the basis of their: 1 Race, 2 Color, 3 Religion, 4 Sex, 5 Disability, 6 Age, or 7 National origin, (b) Take affirmative action that includes, but is not limited to: 1 Recruitment advertising, 2 Recruitment, 3

Employment, 4 Rates of pay, 5 Other forms of compensation, 6 Selection for training, including apprenticeship, 7 Upgrading, 8 Transfers, 9 Demotions, 10 Layoffs, and 11 Terminations, but (b) Indian Tribe. Title VII of the Civil Rights Act of 1964, as amended, exempts Indian Tribes under the definition of "Employer".

XIII. DEBARMENT AND SUSPENSION

The Recipient agrees to the following: (1) It will comply with the requirements of 2 C.F.R. part 180, subpart C, as adopted and supplemented by U.S. DOT regulations at 2 C.F.R. part 1200, which include the following: (a) It will not enter into any arrangement to participate in the development or implementation of the Project with any Third Party Participant that is debarred or suspended except as authorized by: 1 U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 C.F.R. part 1200, 2 U.S. OMB, "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 C.F.R. part 180, including any amendments thereto, and 3 Executive Orders Nos. 12549 and 12689, "Debarment and Suspension," 31 U.S.C. § 6101 note, (b) It will review the U.S. GSA "System for Award Management," <http://https.www.sam.gov,.proxy1.semalt.design> if required by U.S. DOT regulations, 2 C.F.R. part 1200, and (c) It will include, and require each of its Third Party Participants to include, a similar provision in each lower tier covered transaction, ensuring that each lower tier Third Party Participant: 1 Will comply with Federal debarment and suspension requirements, and 2 Reviews the "System for Award Management" at <https.www.sam.gov,.proxy1.semalt.design> if necessary to comply with U.S. DOT regulations, 2 C.F.R. part 1200, and (2) If the Recipient suspends, debar, or takes any similar action against a Third Party Participant or individual, the Recipient will provide immediate written notice to the: (a) FTA Regional Counsel for the Region in which the Recipient is located or implements the Project, (b) FTA Project Manager if the Project is administered by an FTA Headquarters Office, or (c) FTA Chief Counsel,

XIV. LOBBYING

Each tier certifies to the tier above that it will not and has not used Federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any Federal contract, grant or any other award covered by 31 U.S.C. 1352. Each tier shall also disclose the name of any registrant under the Lobbying Disclosure Act of 1995 who has made lobbying contacts on its behalf with non-Federal funds with respect to that Federal contract, grant or award covered by 31 U.S.C. 1352. Such disclosures are forwarded from tier to tier up to the recipient.

XV. DRUG-FREE WORK PLACE

The Consultant agrees that it will comply with the provisions of the Drug-Free Work Place Act of 1988 (Public Law 100-690, Title V, subtitle D; U.S.C. § 701 et seq.) and maintain a drug-free work place.

APPENIX “A”

SCOPE OF WORK

Regional Transit Feasibility and Implementation Plan

INTRODUCTION

Lake Havasu City is the predominant portion of an area designed as an Urbanized Area (UZA) by the Bureau of the Census following the 2010 census. The urbanized area now qualifies for Federal Transit Administration (FTA) 5307 formula funding in support of public transportation. Lake Havasu City operated public transit historically, but chose to modify the service to operate a demand responsive service focused on the elderly and disabled in 2013. The city funds the operations locally. The study should examine the opportunity to leverage the local funding while accessing the small urban funding available from FTA towards a public transit service.

The Lake Havasu MPO was formed in 2013, and started operations in June 2013. The boundaries include Lake Havasu City, and a portion of Mohave County. The MPO encompasses 100 square miles, and has an estimated population of 55,000. All previous studies and plans related to transportation in the region, most especially those related to transit should be carefully reviewed and taken into consideration for this plan. Some of the plans that are directly related to transit are the 2006 Lake Havasu Transit Plan and the 2008 Havasu Area Transit 5 year Transit Plan.

Lake Havasu City is located along the 25-mile long Lake Havasu, formed by the Parker Dam on the Colorado River, and is located in southern Mohave County in the northwestern portion of Arizona. It is a major regional center located approximately 200 miles from Phoenix Metropolitan Area and is strategically positioned approximately 20 miles south of the I-40.

The proposed study area is an approximately 100-square miles and the same as the MPO planning area. Featured areas for potential transit include Lake Havasu City downtown area which includes Havasu Regional Medical Center, Lake Havasu City Senior Center, ASU Colleges Lake Havasu. In addition to the city areas, the portions of Mohave County that are located in the MPO boundary should be addressed as there is both residential and commercial. The study will reflect growth opportunities for a 5, and 10 year plan to eventually cover all major businesses. This study will help Lake Havasu City build its transit system back since the 2013 Havasu Area Transit was halted due to changes in federal funding. In the absence of an area transit system, the demand based Havasu Mobility has provided curb-to-curb service for seniors, disabled, veterans and low income individuals in the community on a limited basis.

Over the years, a number of regional transit plans, and transportation plans including a transit component, have been conducted in Lake Havasu City. Some of these were funded through ADOT’s Planning Assistance for Rural Areas (PARA) program.

PROJECT DESCRIPTION

The primary deliverable products for the Lake Havasu MPO Lake Havasu City Transit Implementation and Public Involvement Plan shall include the following:

- Project Management
- Coordination with all ADOT 5300 transit programs, as well as Western Arizona Council of Governments (WACOG), Lake Havasu MPO and FTA/ADOT
- Public Involvement
- Feasibility Results should be clear prior to the Implementation components. This will allow the organization to properly evaluate the viability moving forward.
- Implementation Plan Preparation
- Coordination Plan Preparation
- Final Implementation Plan, including:
 - Evaluation and Assessment of Lake Havasu City Transit Needs

- Develop three (3) alternatives to the current transit system with route timings where appropriate and fleet requirements
- Stop locations and stop requirements where appropriate
- Provide estimated costs (budgets) for operating, administrative, technology, fleet, and other costs associated with a transit system, for the three alternatives
- Provide operational alternatives
- Develop a growth plan for 5, and 10-year implementation
- Include the Title VI and environmental justice analysis as part of the transit planning process
- Provide technical assistance in transitioning to a 5307 public transit system
- Final Coordination Plan, including all areas, issues and providers determined by the Lake Havasu MPO.

PROJECT OVERARCHING GOALS

Recognizing the inherent challenges to providing effective transit services to the Lake Havasu MPO area under past services exhibiting low-ridership and high operating expenses, the consultant should perform the project in context of meeting the following overarching goals:

1. **Concentrate trip ends** – tailor services and direct routing to origins and destinations indicative of transit demand (i.e., captive ridership or attractions conducive to transit use).
2. **Quality access** – provide safe, direct, and convenient access to transit by pedestrians, bicyclists, and automobile users; minimize distance from vehicle door to key destinations.
3. **Transit routing** – optimize transit routing parameters through direct routes with few turns coupled with street and traffic control improvements toward operations efficiency.

SCOPE OF WORK

The scope of work includes review and incorporation of, as applicable, any Local or Regional Transit Planning Studies within the MPO boundaries, as well as any that may have an impact on the implementation plan that are outside the MPO planning boundaries within La Paz County and Mohave County. While the primary focus of the plan is the Lake Havasu region, future opportunities for countywide regional connectivity should be presented especially for the longer range implementation. Communities of Desert Hills, Crystal Beach, and Horizon Six are the most distant to City work, service, and entertainment attractions and may realize the greatest transit modal split under a targeted route and service. The project shall include the following tasks, each of which shall include development of a summary working paper to be included in the final report.

Proposers are highly encouraged to augment and / or refine this scope of work in the submitted proposal, highlighting the suggested refinements in colored text.

Task One. Project Management and Coordination:

Provide project management and coordinate with Lake Havasu MPO staff, Havasu Mobility, Lake Havasu MPO Technical Advisory committee and stakeholders. Upon notice to proceed, the consultant shall develop a revised project scope with the Project Manager and the TAC. The consultant shall also prepare a GANTT type project schedule with milestones, deliverables and key public outreach points.

Task 2. Public Involvement:

As much public involvement as possible should be done through technology such as social media, internet based survey and outreach mechanisms to strengthen outreach efforts to a larger audience. Innovative outreach should be the primary form of public involvement.

Additionally, it is understood in person meetings will need to take place both to gather input, generate dialogue, and disseminate information. These in person meetings should also be done with an innovative and engaging approach in addition the most efficient use of everyone's time. Also, understanding that Lake Havasu can be a greater distance to travel, efficient meeting days should be proposed to include multiple meetings in one day.

A minimum of three public meetings, three stakeholder's meetings, and two elected official's meetings should be planned for as part of the public involvement. It is strongly emphasized that meetings when and where be efficiently identified to serve both stakeholders and the public or elected officials and the public. The first round of meetings should allow for the kickoff and opening the communication for general initial input. The second round should present alternatives and the final round will be for the final plan to be presented. The response to this section should address the intent of public involvement and allow for other efficient approaches to engaging the public, stakeholders, and elected officials. Alternative public involvement approaches can be suggested, but the stakeholder and elected official meetings are critical.

Task 3. Evaluate Current Transit Conditions and Systems:

The consultant shall evaluate current transit systems including the FTA Section 5310 Elderly and Disabled, and Human Service programs as it relates to providing transit services in the region.

The consultant shall conduct research, collect and evaluate population, economic, and other data, and conduct research on the value of a regional transit system within the MPO boundaries. Findings shall be presented in a working paper including maps illustrating existing transportation providers' service areas, including origin, destination, and any fixed route services.

Task 4. Assess Future Conditions and Multimodal Assessment:

The consultant shall assess future conditions for the next five to ten years and 20 years, including assessment of transit needs based upon population growth projections; projected 'Aging in Place' of the senior population, and projected needs and gaps in public transportation services, and human service on demand response (5310) programs. A general assessment will be conducted on alternative modes of transportation, including transit, pedestrian and bicycles. Note, the Lake Havasu MPO has recently completed a regional Bicycle and Pedestrian Implementation Plan. Previous and current ongoing studies will be utilized and documented. As these other programs and modes of transportation are evaluated, it should be noted the impact to these areas, as transit is implemented.

The consultant shall assess and incorporate where pertinent transit demand, improvement options, and priorities set forth in the Lake Havasu MPO 2040 Long Range Transportation Plan. Of special note for consultant review and recommendation is an intra-county regional route connecting greater Kingman and Bullhead City, coupled with park and ride facilities in northerly and southerly City locations adjacent or in vicinity of State Route 95.

Task 5. Short Range Plan Preparation:

The consultant shall prepare a short range plan focusing on services to be immediately or shortly implemented. Task Activities shall include:

- A. Demand Estimation: The first step will be to gauge the potential patronage of such services. Traditional demand estimation tools often rely on analysis of socioeconomic data to predict populations most likely to use transit. In our opinion, this only identifies what is typically referred to as "captive riders", those who cannot make their trip by private auto due to age, income, or disability. This ignores "choice" riders, a growing market share for transit, as has been observed in the Phoenix metro area. Travel distances in Lake Havasu City and Mohave County make transit an appealing option to an increasing share of the choice rider market.
- B. Identification of key trip destinations in Lake Havasu City: This includes locations sought by both local and regional travelers. Destinations include:
 - Medical Centers and hospitals
 - Education centers
 - Major Retail centers, including the mall
 - Public Agency service centers
 - Senior Centers

- Major Employment Centers not in the above categories
 - High Density residential areas
 - Resorts, hotels and motels
- C. **Prioritization of key stops:** This step will rank the universe of trip origins and destinations above to those most likely to generate significant ridership during the initial years of service. This step should assess population (home-based trips) and destinations (non-home based trips) captured under ½-mile maximum walking distance to proposed key stops. Future activity centers mentioned above were included to see their proximity to initial service routes, allowing future adjustments with only modest adjustment.
- D. **Route development:** Service routes between the proposed transit center and the various destinations will be outlined and routed to minimize time and mileage. Service routes should consider a single attraction-based circulatory route that potentially permits all day boarding and alighting with paid fare/pass. This may prove viable during winter/spring peak periods of area visitors. Hours of operation will be considered, and the need for weekend service. It is understood that the service network will be an initial one, but designed for future expansion as conditions dictate. Route development will also consider environmental justice and Title VI considerations, to assure that the needs of minority and low income groups and neighborhoods are considered. A reasonable fare structure will be developed and fare box receipts conservatively estimated. Alternative models can be considered and suggested as would be appropriate for the community.

Note the U.S. Census reports mean travel time to work for Lake Havasu City based residents at 19.5 minutes; such relevant data should be collected and evaluated as practical to ascertain maximum transit travel time benchmarks.

- E. **Intelligent Transportation Systems technology applications:** ITS technologies will be reviewed for applicability toward improving transit service accessibility and operations.
- F. **Americans with Disabilities Act (ADA) accommodations:** It is initially envisioned that the service will be designed as a deviated fixed route service, with route deviations allowed to accommodate the needs of those with disabilities. Vehicles will be required lift equipped. ADA accessibility will also part of the investigation of stop locations, addressed below.
- G. **Safety, performance standards, and FTA compliance:** Various safety measures will be evaluated to assure that the service is provided at a high level of safety for the passengers and other motorists. On time performance, vehicular maintenance measures and records will also be outlined, using best practices from comparable communities. As we assume a portion of the cost of the service will be met with FTA funds, the system will be designed to meet all applicable federal standards.
- H. **Transit Stops:** Stop locations along the routes will be identified and mapped. It is quite expensive to make transit stop improvements to the roadway right of way as stand- alone items, but much more affordable when done as part of larger construction projects. This study will develop a set of suggested stop improvements, including but not limited to:
- Signage, including schedules and contact information
 - Wayfinding information
 - Seating
 - Shelters at high boarding locations
 - Bus Pullout bays

Stops will also be subject to scrutiny to identify “architectural barriers”. This is an ADA concern. If stop locations are not barrier free, those with wheelchairs, walkers and other mobility aids may find that getting to the stop is very risky. If stops cannot be brought up to standards quickly and affordably, other nearby locations will be identified as interim stops until improvements occur. By adopting design standards for stops, the City can include such improvements as part of major roadway widening and other capital improvement projects. Additionally, as

new development and redevelopment occur, transit stop improvements can be added to the offsite improvements required of them. Fleet requirements should be included in each proposal.

The consultant shall identify at least three alternative approaches to address the service areas identified in this task, and in consultation with the TAC and the MPO Director, recommend a preferred alternative. Route timings should be developed for the preferred alternative.

Task 6. Financial Analysis:

The consultant shall provide planning level cost estimates for each of the alternative approaches. The estimates will include operating and capital costs, stop improvement and maintenance costs, and reasonable administrative oversight costs for Lake Havasu City. The preferred alternative costs will be refined to show projected fare box revenues, anticipated federal and state funding, revenues from advertising and other potential private sources. Fare mechanisms should consider daily, weekly, and monthly pass schemes.

Task 7. Long Range Vision:

The consultant shall develop a long range vision based on the work done in the previous tasks. This vision should include viable alternative service routes and areas not selected as part of the preferred short range alternative, emerging ITS and connected vehicle technologies, and potential service extensions to anticipated major new attractors and developments in the area. This should be a logical extension of the short range effort, and should include a narrative and a map illustrating concepts.

Funding sources should be evaluated as to what is currently being used and / or available. Also, additional funding sources should be considered where they may relate to the future of the region.

Task 8. Final Implementation Plan:

Develop a written Implementation Plan that includes, at a minimum, a summary of the research conducted, a survey of models that currently exist in rural and small urban areas of Arizona and throughout the US, and the working paper developed for the above tasks incorporated therein.

The consultant shall provide the draft final report for review by Lake Havasu City, the Lake Havasu MPO staff, and the TAC. Following receipt of comments, a Final Implementation Plan; and Executive Summary shall be developed and 12 hard copies and a digital copy provided by the consultant.

Task 9. Performance Measures:

The consultant shall identify appropriate performance measures for the transit system and shall develop a performance evaluation process to track and monitor the progress of system setup, implementation projects, procurements, staffing, ridership, services, funding, and support for the transit system. The consultant, working with the MPO and city staff, shall determine who will be responsible for the monitoring, evaluation, and reporting on performance measures.

The performance measure plan developed for this task shall be included and incorporated in Task 9 final implementation plan deliverable.

ALL MATERIALS AND DATA USED FOR THIS STUDY ARE THE PROPERTY OF THE LAKE HAVASU MPO.

APPENDIX “B”

PROFESSIONAL SERVICES DBE PROVISIONS

FOR USE ON LPA/SUBRECIPIENT FEDERAL AID PROJECTS WITHOUT DBE GOALS

DISADVANTAGED BUSINESS ENTERPRISES:

1.0 Policy:

The Arizona Department of Transportation (hereinafter the Department) has established a Disadvantaged Business Enterprise (DBE) program in accordance with the regulations of the U.S. Department of Transportation (USDOT), 49 CFR Part 26. The Department has received Federal financial assistance from the U.S. Department of Transportation and as a condition of receiving this assistance, the Department has signed an assurance that it will comply with 49 CFR Part 26.

It is the policy of the Department to ensure that DBEs, as defined in Part 26, have an equal opportunity to receive and participate in USDOT-assisted contracts. It is also the policy of the Department:

1. To ensure nondiscrimination in the award and administration of USDOT-assisted contracts;
2. To create a level playing field on which DBEs can compete fairly for USDOT-assisted contracts;
3. To ensure that the DBE program is narrowly tailored in accordance with applicable law;
4. To ensure that only firms that fully meet 49 CFR Part 26 eligibility standards are counted as DBEs;
5. To help remove barriers to the participation of DBEs in USDOT-assisted contracts;
6. To assist in the development of firms that can compete successfully in the market place outside the DBE program; and
7. To promote the use of DBEs in all types of federally-assisted contracts and procurement activities.

It is also the policy of the Department to facilitate and encourage participation of Small Business Concerns (SBCs), as defined in Subsection 3.0, in USDOT-assisted contracts. The Department encourages consultants to take reasonable steps to eliminate obstacles to SBCs' participation and to utilize SBCs in performing contracts.

Local Public Agencies (LPA) and or Subrecipients of Federal financial assistance will administer and manage the contracts from advertising, consultant selection, negotiation, contract execution, processing payment reports and contract modifications, audits, DBE compliance (e.g., reporting and monitoring) through contract closeout.

2.0 Assurances of Non-Discrimination:

The consultant, Subrecipient, or Subconsultant will not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49CFR Part 26 on the basis of race, color, sex, national origin, age or disability.

In Compliance with the ADOT DBE Program Plan, the Subrecipient/Subgrantee shall not, directly or through contractual or any other arrangements, use criteria or methods of administration that have the effect of defeating or substantially impairing accomplishment of the objectives of the DBE program. The Subrecipient will not exclude any person from participation in, deny any person the benefits of, or otherwise discriminate against anyone in connection with the award and performance of any contract covered by 49 CFR Part 26 on the basis of race, color, sex, national origin, age, or disability.

The Subrecipient agrees to perform the following minimum DBE Program Compliance Required Activities:

- Part of the proposal submission during a formal procurement (RFP, IFB, etc.), the Subrecipient must incorporate receipt of a bidder's list into the responsiveness / susceptible for award determination. **FAILURE TO SUBMIT THE REQUIRED BIDDERS/PROPOSERS LIST TO THE GRANTEE PROCUREMENT OFFICE BY THE**

STATED TIME AND IN THE MANNER HEREIN SPECIFIED SHALL BE CAUSE FOR THE BIDDER BEING DEEMED INELIGIBLE FOR AWARD OF THE CONTRACT.

- Each contract you sign with a contractor or consultant and each subcontract a prime signs with a subcontractor must include the following assurance.
 - a) *A vendor/contractor/consultant/subcontractor/subconsultant (herein after referred to as "contractor") shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award administration of USDOT-assisted contracts. Failure by the contractor to carry out these requirements represents a material breach of this contract, which may result in the termination of this contract or such other remedy as the Grantee, with the Department's concurrence, deems appropriate, which may include, but is not limited to:*
 - *Withholding payments;*
 - *Assessing Sanctions;*
 - *Liquidated damages; and /or*
 - *Disqualifying the contractor from future bidding on the grounds of being non-responsible.*
 - b) *Each contractor shall establish a program that will ensure nondiscrimination in the award and administration of contracts and subcontracts.*
 - c) *Each contractor shall designate a full time employee who shall be responsible for the administration of the contractor's DBE program.*
 - d) *Each contractor shall prohibit agreements in which a DBE promises not to provide subcontracting quotations to other bidders.*
 - e) *Subcontract Payment Reporting in the DBE system:*
 - e.1) The Arizona Department of Transportation (the Department) is required to collect data on DBE and non-DBE participation, including lower tier subcontracts, to report FTA on Federal-aid projects. The contractor is notified that such record keeping is required by the Department for tracking DBE participation on both race neutral and race conscious projects (i.e. projects with and without DBE goals).*
 - e.2) The contractor shall respond to Subrecipient payment audits reported each month electronically through the Department's web-based payment tracking system (<https://adot.dbesystem.com>), reporting its payments to all DBEs and non-DBE subcontractors working on the project. In addition, the contractor shall require that all DBE and non-DBE subcontractors shall also respond to its audits and report lower-tier subcontractor payments in the same manner.*
 - e.3) If, by the DBE system audit deadline, the contractor has not submitted the required report for work performed during the preceding month, or the submitted report failed to include all amounts earned by and paid to all DBEs and non-DBEs, including all lower-tier DBE and non-DBE subcontractors, the Project Manager will work with the ADOT MPD Program Manager to determine if sanctions should be assessed. These liquidated damages shall be in addition to all other reductions.*
 - f) *The contractor shall include these provisions in all of its subcontracts, and ensure that its subcontractors include these provisions in any lower-tier subcontracts.*
 - g) *Any language provided in this Agreement DBE Section supersedes language provided by ProcurementPro for FTA-funded contracting requirements.*

3.0 Definitions:

- (A) **Commercially Useful Function (CUF):** Commercially Useful Function is defined fully in 49 CFR 26.55, which definition is incorporated herein by reference.
- (B) **Disadvantaged Business Enterprise (DBE):** a for-profit small business concern which meets both of the following requirements:
 - (1) Is at least 51 percent owned by one or more socially and economically disadvantaged individuals or, in the case of any publicly owned business, at least 51 percent of the stock is owned by one or more such individuals; and,

- (2) Whose management and daily business operations are controlled by one or more of the socially and economically disadvantaged individuals who own it.
- (C) **NAICS Code:** The North American Industry Classification System (NAICS) is the standard used by Federal statistical agencies in classifying business establishments for the purpose of collecting, analyzing, and publishing statistical data related to the U.S. business economy.
- (D) **Non-DBE:** any firm that is not a DBE.
- (E) **Race-Conscious (RC):** a measure or program focused specifically on assisting only DBEs, including women-owned DBEs.
- (F) **Race-Neutral (RN):** a measure or program used to assist all small businesses. For the purposes of this part, race-neutral includes gender-neutrality.
- (G) **Small Business Concern (SBC):** a business that meets all of the following conditions:
- (1) Operates as a for-profit business registered to do business in Arizona;
 - (2) Operates a place of business primarily within the U.S., or makes a significant contribution to the U.S. economy through payment of taxes or use of American products, materials, or labor;
 - (3) Is independently owned and operated;
 - (4) Is not dominant in its field on a national basis; and
 - (5) Does not have annual gross receipts that exceed the Small Business Administration size standards average annual income criteria for its primary North American Industry Classification System (NAICS) code.
- (H) **Socially and Economically Disadvantaged Individuals:** any individual who is a citizen (or lawfully admitted permanent resident) of the United States and who is:
- (1) Any individual who is found to be a socially and economically disadvantaged individual on a case-by-case basis.
 - (2) Any individual in the following groups, members of which are rebuttably presumed to be socially and economically disadvantaged:
 - (i) "Black Americans," which includes persons having origins in any of the Black racial groups of Africa;
 - (ii) "Hispanic Americans," which includes persons of Mexican, Puerto Rican, Cuban, Dominican, Central or South American, or other Spanish or Portuguese culture or origin, regardless of race;
 - (iii) "Native Americans," which includes persons who are enrolled members of federally or State recognized Indian tribe, Alaskan Natives or Native Hawaiians;
 - (iv) "Asian-Pacific Americans," which includes persons whose origins are from Japan, China, Taiwan, Korea, Burma (Myanmar), Vietnam, Laos, Cambodia (Kampuchea), Thailand, Malaysia, Indonesia, the Philippines, Brunei, Samoa, Guam, the U.S. Trust Territories of the Pacific Islands (Republic of Palau), the Republic of the Northern Marianas Islands, Macao, Fiji, Tonga, Kiribati, Tuvalu, Nauru, Federated States of Micronesia, or Hong Kong;
 - (v) "Subcontinent Asian Americans," which includes persons whose origins are from India, Pakistan, Bangladesh, Bhutan, the Maldives Islands, Nepal or Sri Lanka;

- (vi) "Women;"
- (vii) Any additional groups whose members are designated as socially and economically disadvantaged by the Small Business Administration (SBA), at such time as the SBA designation becomes effective.

4.0 Working with DBEs:

The Department works with DBEs and assists them in their efforts to participate in the highway construction program. All proposers should contact the Department's Business Engagement and Compliance Office (BECO) by phone, through email, or at the address shown below, for assistance in their efforts to use DBEs in the highway construction industry. BECO contact information is as follows:

Arizona Department of Transportation
Business Engagement and Compliance Office
1801 W. Jefferson St, Suite 101, Mail Drop 154A
Phoenix, AZ 85007
Phone (602) 712-7761
FAX (602) 712-8429
Email: ContractorCompliance@azdot.gov
Website : www.azdot.gov/bec

4.01 Mentor-Protégé Program

The Department has established a Mentor-Protégé program as an initiative to encourage and develop disadvantaged businesses in the highway construction industry. The program encourages prime consultants to provide certain types of assistance to certified DBE subconsultants. ADOT encourages consultants and certified DBE subconsultants to engage in a Mentor-Protégé agreement under certain conditions. Such an agreement must be mutually beneficial to both parties and to ADOT in fulfilling requirements of 49 CFR Part 23. For guidance regarding this program refer to the Mentor-Protégé Program Guidelines available on the BECO website.

The Mentor-Protégé program is intended to increase legitimate DBE activities and is not intended to diminish nor circumvent existing DBE rules or regulations.

5.0 Applicability:

The Department has established an overall annual goal for DBE participation on Federal-aid contracts. The Department intends for the goal to be met with a combination of race conscious efforts and race neutral efforts. Race conscious participation occurs when the consultant uses a percentage of DBEs, as defined herein, to meet the contract-specified goal. Race neutral efforts are those that are, or can be, used to assist all small businesses or increase opportunities for all small businesses. The regulation, 49 CFR 26, defines race neutral as when a DBE wins a prime contract through customary competitive procurement procedures or is awarded a subcontract on a prime contract that does not carry a DBE contract goal.

The DBE provisions are applicable to all consultants including DBE consultants.

6.0 Certification and Registration:

6.01 DBE Certification:

Certification as a DBE shall be predicated on:

- (1) The completion and execution of an application for certification as a "Disadvantaged Business Enterprise."

- (2) The submission of documents pertaining to the firm(s) as stated in the application(s), including but not limited to a statement of social disadvantage and a personal financial statement.
- (3) The submission of any additional information which the Department or the applicable Arizona Unified Certification (UCP) agency may require to determine the firm's eligibility to participate in the DBE program.
- (4) The information obtained during the on-site visits to the offices of the firm and to active job-sites.

Applications for certification may be filed online with the Department or the applicable UCP agency at any time through the Arizona Unified Transportation Registration and Certification System (AZ UTRACS) website at <http://www.azutracs.com>.

DBE firms and firms seeking DBE certification shall cooperate fully with requests for information relevant to the certification process. Failure or refusal to provide such information is a ground for denial or removal of certification.

ADOT is a member of the AZ Unified Certification Program (AZUCP). Only DBE firms that are certified by the AZUCP are eligible for credit on ADOT projects. A list of DBE firms certified by AZUCP is available on the internet at <http://www.azutracs.com>. The list will indicate contact information and specialty for each DBE firm, and may be sorted in a variety of ways. However, ADOT does not guarantee the accuracy and/or completeness of this information, nor does ADOT represent that any licenses or registrations are appropriate for the work to be done.

The Department's certification of a DBE is not a representation of qualifications and/or abilities nor does it mean that a DBE firm is guaranteed or entitled to receive or be awarded a contract. Being certified simply means that a firm has met the criteria for DBE certification as outlined in 49 CFR Part 26. The consultant bears all risks of ensuring that DBE firms selected by the consultant are able to perform the work.

6.02 SBC Registration:

To comply with 49 CFR Part 26.39, ADOT's DBE Program incorporates contracting requirements to facilitate participation by Small Business Concerns (SBCs) in federally assisted contracts. SBCs are for-profit businesses authorized to do businesses in Arizona that meet the Small Business Administration (SBA) size standards for average annual revenue criteria for its primary North American Industry Classification System (NAICS) code

While the SBC component of the DBE program does not require utilization of goals on projects, ADOT and the LPA/Subrecipient strongly encourages consultants to utilize small businesses that are registered in AZ UTRACS on their contracts, in addition to DBEs meeting the certification requirement. The consultant may use the AZ UTRACS website to search for certified DBEs and registered SBCs that can be used on the contract. However, SBCs that are not DBEs will not be counted toward the DBE participation.

SBCs can register online at the AZ UTRACS website.

The Department's registration of SBCs is not a representation of qualifications and/or abilities nor does it mean that an SBC firm is guaranteed or entitled to receive or be awarded a contract. Being SBC registered simply means that a firm has met the criteria for SBC registration as outlined in 49 CFR Part 26. The consultant bears all risks of ensuring that SBC firms selected by the consultant are able to perform the work.

7.0 DBE Financial Institutions:

The Department thoroughly investigates the full extent of services offered by financial institutions owned and controlled by socially and economically disadvantaged individuals in its service area and makes reasonable efforts to use these institutions. The Department encourages prime consultants to use such institutions on USDOT assisted contracts. However, use of DBE financial institutions will not be counted toward the DBE participation.

The Department and the LPA/Subrecipient encourages prime consultants to research the Federal Reserve Board website at www.federalreserve.gov to identify minority-owned banks in Arizona derived from the Consolidated Reports of Condition

and Income filed quarterly by banks (FFIEC 031 and 041) and from other information on the Board's National Information Center database.

8.0 Time is of the Essence:

TIME IS OF THE ESSENCE IN RESPECT TO THE DBE PROVISIONS

9.0 Computation of Time:

In computing any period of time described in this DBE special provision, such as calendar days, the day from which the period begins to run is not counted, and when the last day of the period is a Saturday, Sunday, Federal or State holiday, the period extends to the next day that is not a Saturday, Sunday, Federal or State holiday. In circumstances where the LPA/Subrecipient Procurement Office is closed for all or part of the last day, the period extends to the next day on which the LPA / Subrecipient Procurement Office is open.

11.0 DBE Goal:

The Department has not established contract goals for DBE participation in this contract. Consultants are still encouraged to employ reasonable means to obtain DBE participation. Consultants must retain records in accordance with these DBE specifications. The consultant is notified that this record keeping is important to the Department so that it can track DBE participation where only race neutral efforts are employed.

12.0 Bidders/Proposers List and AZ UTRACS Registration Requirement:

Under Title 49 CFR of the Code of Federal Regulations, Part 26.11, DOTs are required to collect certain information from all consultants and subconsultants who seek to work on federally-assisted contracts in order to set overall and contract DBE goals. ADOT collects this information when firms register their companies on the Arizona Unified Transportation Registration and Certification System (AZ UTRACS) web portal at <http://www.azutracs.com/> a centralized database for companies that seek to do business with ADOT. This information will be maintained as confidential to the extent allowed by federal and state law.

Prime consultants and all subconsultants, including DBEs listed in the SOQ must be registered in AZ UTRACS. Proposers may verify that their firm and each subconsultant is registered using the AZ UTRACS website.

Proposers may obtain additional information at the AZ UTRACS website or by contacting the LPA/Subrecipient.

All proposers shall create a Bidders/Proposers list in the AZ UTRACS by selecting all firms, service providers, and vendors that expressed interest or submitted proposals or quotes for this contract. The Bidders/Proposers List form must be complete and must include the names for all subconsultants, service providers, and vendors that submitted proposals or quotes on this project regardless of the proposer's intentions to use the those firms on the project.

All proposers must complete and submit the Bidders/Proposers List online at AZ UTRACS prior to Cost Proposal submittal. A confirmation email will be generated by the system. This email confirmation shall be submitted with the Cost Proposal.

FAILURE TO SUBMIT THE REQUIRED BIDDERS/PROPOSERS LIST CONFIRMATION EMAIL WITH THE COST PROPOSAL BY THE STATED TIME AND IN THE MANNER HEREIN SPECIFIED AND AS OUTLINED IN THE RFQ SHALL BE CAUSE FOR THE PROPOSER'S COST PROPOSAL TO BE REJECTED.

13.0 Payment Reporting:

The consultant shall report on a monthly basis indicating the amounts paid to all subconsultants, of all tiers, working on the project. Reporting shall be in accordance with Prompt Pay and Payment Reporting requirements Appendix "C" of the contract specifications.

14.0 Crediting DBE Participation:

14.01 General Requirements:

To count toward DBE participation, the DBE firms must be certified at the time of Cost Proposal submission in each NAICS code applicable to the kind of work the firm will perform on the contract. NAICS for each DBE can be found on the AZ UTRACS website. General descriptions of all NAICS codes can be found at <http://www.naics.com/search/>.

Credit towards the consultant's DBE participation is given only after the DBE has been paid for the work performed.

The entire amount of a contract that is performed by the DBE's own forces, including the cost of supplies and materials purchased by the DBE for the work on the contract and equipment leased by the DBE will be credited toward DBE participation. Supplies and equipment the DBE subconsultant purchases or leases from the prime consultant or its affiliate will not be credited toward DBE participation.

The consultant bears the responsibility to determine whether the DBE possesses the proper consultant's license(s) to perform the work and, if DBE credit is requested, that the DBE subconsultant is certified for the requested type of work.

The Department's certification is not a representation of a DBE's qualifications and/or abilities. The consultant bears all risks that the DBE may not be able to perform its work for any reason.

A DBE may participate as a prime consultant, subconsultant, or as a vendor of materials or supplies. The dollar amount of work to be accomplished by DBEs, including partial amount of a lump sum or other similar item, shall be on the basis of subcontract, purchase order, hourly rate, rate per ton, etc., as agreed to between parties.

DBE credit may be obtained only for specific work done for the project, supply of equipment specifically for physical work on the project, or supply of materials to be incorporated in the work. DBE credit will not be allowed for costs such as overhead items, capital expenditures (for example, purchase of equipment), and office items.

The consultant may credit second-tier subcontracts issued to DBEs by non-DBE subconsultants. Any second-tier subcontract to a DBE must meet the requirements of a first-tier DBE subcontract.

A prime consultant may credit the entire amount of that portion of a contract that is performed by the DBE's own forces. The cost of supplies and materials obtained by the DBE for the work of the contract can be included so long as that cost is reasonable. Leased equipment may also be included. No credit is permitted for supplies purchased or equipment leased from the prime consultant or its affiliate(s).

When a DBE subcontracts a part of the work of its contract to another firm, the value of the subcontract may be credited towards the DBE participation only if the DBE's subconsultant is itself a DBE and performs the work with its own forces. Work that a DBE subcontracts to a non-DBE firm does not count toward DBE participation.

A prime consultant may credit the entire amount of fees or commissions charged by a DBE firm for providing a bona fide service, such as professional, technical, consulting, or managerial services, or for providing bonds or insurance specifically required for the performance of a USDOT-assisted contract, provided the fees are reasonable and not excessive as compared with fees customarily allowed for similar services.

14.02 Effect of Loss of DBE Eligibility:

If a DBE is deemed ineligible (decertified) or suspended in accordance with 49 CFR 26.87 and 26.88, the DBE may not be considered to count toward DBE participation on a new contract, but may be considered to count toward DBE participation under a subcontract that was executed before the DBE suspension or decertification is effective.

When a DBE firm or a DBE prime consultant loses its DBE eligibility and a subcontract or contract has not been executed before a decertification notice is issued to the DBE firm by its certifying agency, the ineligible firm does not count toward DBE participation.

When a subcontract is executed with the DBE firm before the Department notified the firm of its ineligibility, the consultant may continue to use the firm on the contract and may continue to receive DBE participation credit for the firm's work.

14.03 Notifying the Consultant of DBE Certification Status:

Each DBE contract at any tier shall require any DBE subconsultant or supplier that is either decertified or certified during the term of the contract to immediately notify the consultant and all parties to the DBE contract in writing, with the date of decertification or certification. The consultant shall require that this provision be incorporated in any contract of any tier in which a DBE is a participant.

14.04 Police Officers:

DBE credit will not be permitted for procuring DPS officers. For projects on which officers from other agencies are supplied, DBE credit will be given only for the broker fees charged, and will not include amounts paid to the officers. The broker fees must be reasonable.

14.05 Commercially Useful Function:

A prime consultant can credit expenditures to a DBE subconsultant toward DBE participation only if the DBE performs a Commercially Useful Function (CUF).

A DBE performs a CUF when it is responsible for execution of the work of a contract and carries out its responsibilities by actually performing, managing, and supervising the work involved. To perform a commercially useful function, the DBE must also be responsible, with respect to materials and supplies on the contract, for negotiating price, determining quality and quantity, ordering the material, and installing (where applicable) and paying for the material itself that it uses on the project. To determine whether a DBE is performing a commercially useful function, the LPA/Subrecipient will evaluate the amount of work subcontracted, industry practices, whether the amount the firm is to be paid under the contract is commensurate with the work it is actually performing and the DBE credit claimed for its performance of the work, and other relevant factors.

A DBE will not be considered to perform a commercially useful function if its role is limited to that of an extra participant in a transaction, contract, or project through which funds are passed in order to obtain the appearance of DBE participation. In determining whether a DBE is such an extra participant, the LPA/Subrecipient will examine similar transactions, particularly those in which DBEs do not participate.

If a DBE does not perform or exercise responsibility for at least 30 percent of the total cost of its contract with its own work force, or if the DBE subcontracts a greater portion of the work of a contract than would be expected on the basis of normal industry practice for the type of work involved, LPA/Subrecipient will presume that the DBE is not performing a commercially useful function.

When a DBE is presumed not to be performing a commercially useful function as provided above, the DBE may present evidence to rebut this presumption. The Department will determine if the firm is performing a CUF given the type of work involved and normal industry practices.

The LPA/Subrecipient will notify the consultant, in writing, if it determines that the consultant's DBE subconsultant is not performing a CUF. The consultant will be notified within seven calendar days of the LPA/Subrecipient's decision.

Decisions on CUF may be appealed to the ADOT BECO. The appeal must be in writing and personally delivered or sent by certified mail, return receipt requested, to the ADOT BECO. The appeal must be received by ADOT BECO no later than seven calendar days after the LPA/Subrecipient's decision. LPA/Subrecipient's decision remains in place unless and until the ADOT BECO reverses or modifies LPA/Subrecipient's decision. ADOT BECO will promptly consider any appeals under this subsection and notify the consultant of the ADOT BECO findings and decisions. Decisions on CUF matters are not administratively appealable to USDOT.

The LPA/Subrecipient may conduct project site visits on the contract to confirm that DBEs are performing a CUF. The consultant shall cooperate during the site visits and the LPA/Subrecipient staff will make every effort not to disrupt work on the project.

15.0 Required Provisions for DBE Subcontracts:

All subcontracts of any tier, all supply contracts, and any other contracts in which a DBE is a participant shall include as a physical attachment, DBE Subconsultant Compliance Assurances available from the LPA/Subrecipient and all of the Uniform Terms and Conditions set forth in other sections of this contract.

Consultants executing agreements with subconsultants, DBE or non-DBE, that materially modify federal regulation and state statutes such as, prompt payment and retention requirements, through subcontract terms and conditions will be found in breach of contract which may result in termination of the contract, or any other such remedy as the LPA/Subrecipient and ADOT deem appropriate as outlined in DBE Subsection 2.0.

The LPA/Subrecipient reserves the right to conduct random reviews of DBE and non-DBE subcontract documentation to ensure compliance with federal requirements.

The consultant shall ensure that all subcontracts or agreements with DBEs to supply labor or materials require that the subcontract and all lower tier subcontracts be performed in accordance with 49 CFR Part 26 provisions.

The Consultant shall provide electronic copies of signed subcontract agreements for all DBE Subconsultants listed on the DBE Intended Participation Affidavit Summary by uploading them within 15 calendar days of an approved contract to the LPA DBE System.

16.0 Contract Performance:

The LPA/Subrecipient will visit the consultant's office to conduct reviews to ensure compliance with CUF and other DBE requirements. The reviews may include, among other activities, interview of DBEs and their employees and the consultant and its employees. The consultant shall cooperate in the review and make its employees available. The consultant shall inform the LPA/Subrecipient in advance when each DBE will be working on the project to help facilitate reviews.

The LPA/Subrecipient reserves the right to request and inspect all records of the consultant and all records of the DBEs and non-DBE subconsultants concerning this contract. The consultant must make available a copy of all documents related to all contracts to LPA/Subrecipient upon request.

17.0 Certification of Final DBE Payments:

DBE participation on the contract is measured by actual payments made to the DBEs. The consultant shall submit the "Certification of Final DBE Payments" form for each DBE firm working on the contract. This form shall be signed by the consultant and the relevant DBE, and submitted [to](#) the LPA/Subrecipient no later than 30 days after the DBE completes its work.

The LPA/Subrecipient and ADOT will use this certification and other information available to determine applicable DBE credit allowed to date by the Prime Consultant and the extent to which the DBE firms were fully paid for that work. By the act of filing the forms, the consultant acknowledges that the information is supplied in order to justify the payment of state and federal funds to the consultant.

The consultant will not be released from the obligations of the contract until the "Certification of Final DBE Payments" forms are received and deemed acceptable by the LPA/Subrecipient.

18.0 False, Fraudulent, or Dishonest Conduct:

In addition to any other remedies or actions, the Department will bring to the attention of the US Department of Transportation any appearance of false, fraudulent, or dishonest conduct in connection with the DBE program, so that USDOT can take steps such as referral to the Department of Justice for criminal prosecution, referral to the USDOT Inspector General for possible initiation of suspension and debarment proceedings against the offending parties or application of "Program Fraud and Civil Penalties" rules provided in 49 CFR Part 31.

APPENDIX "C"

CONSTRUCTION AND PROFESSIONAL SERVICES/DESIGN CONTRACTS PROMPT PAY AND PAYMENT REPORTING PROVISIONS

**** FOR USE ON LPA FEDERAL AID PROJECTS ****

(09/20/2016)

MEASUREMENTS AND PAYMENT:

Partial Payments:

If satisfactory progress is being made, the contractor will receive a payment based on the amount of work completed. Progress payments may be made by the LPA/ Subrecipient Procurement Office to the contractor on the basis of an approved estimate of the work performed during a preceding period of time. The progress payments shall be paid on or before 14 days after the estimate of the work is approved. The estimate of the work shall be deemed received by the LPA/Subrecipient Procurement Office on submission to the person designated by the LPA/Subrecipient Procurement Office for the submission, review or approval of the estimate of the work. The LPA/Subrecipient Procurement Office by mutual agreement may make progress payments on contracts of less than 90 days and shall make monthly progress payments on all other contracts. Payment to the contractor on the basis of a duly certified and approved estimate of the work performed during the preceding calendar month under the contract may include payment for material and equipment.

An estimate of the work submitted shall be deemed approved and certified for payment after seven days from the date of submission unless before that time the LPA/Subrecipient Procurement Office or Designee prepares and issues a specific written finding setting forth those items in detail in the estimate of the work that are not approved for payment under the contract. The contractor shall work with the LPA/Subrecipient or the LPA/Subrecipient Designee to finalize monthly estimate. The progress payments shall be paid on or before 14 days after the estimate of the work is certified and approved in accordance with Arizona Revised Statutes Section 34-221.

The contractor shall pay to the contractor's subcontractors or material suppliers and each subcontractor shall pay to the subcontractor's subcontractor or material supplier, within seven days of receipt of each progress payment the respective amounts allowed the contractor or subcontractor on account of the work performed by the subcontractors, to the extent of each subcontractor's interest, except that no contract for construction services may materially alter the rights of any contractor, subcontractor or material supplier to receive prompt and timely payment.

A subcontractor may notify the LPA/Subrecipient Procurement Office in writing requesting that the subcontractor be notified by the Subrecipient Procurement Office in writing within five days from payment of each progress payment made to the contractor.

Subcontractor Payments:

(1) Retention:

If the prime contract does not provide for retention, the contractor and each subcontractor of any tier shall not withhold retention on any subcontract. If the prime contract provides for retention, the prime contractor and each subcontractor of any tier shall not retain a higher percentage than the LPA/Subrecipient may retain under the prime contract.

(2) No Set-offs Arising from Other Contracts:

If a subcontractor is performing work on multiple contracts for the same contractor or subcontractor of any tier, the contractor or subcontractor of any tier shall not withhold or reduce payment from its subcontractors on the contract because of disputes or claims on another contract.

(3) Partial Payment:

The contractor and each subcontractor of any tier shall make prompt partial payments to its subcontractors within seven days of receipt of payment from the LPA/Subrecipient Procurement Office. Notwithstanding any provision of Arizona Revised Statutes Section 34-221, the parties may not agree otherwise.

(4) Final Payment:

The contractor and each subcontractor of any tier shall make prompt final payment to each of its subcontractors. The contractor and each subcontractor of any tier shall pay all monies, including retention, due to its subcontractor within seven days of receipt of payment. Notwithstanding any provision of Arizona Revised Statutes Section 34-221, the parties may not agree otherwise.

(5) Payment Reporting:

For the purposes of this subsection "Reportable Contracts" means any subcontract, of any tier, DBE or non-DBE, by which work shall be performed on behalf of the contractor and any contract of any tier with a DBE material supplier.

The requirements of this subsection apply to all Reportable Contracts.

Payment Reporting for all Reportable Contracts shall be done through the LPA DBE System which can be accessed at AZ UTRACS on the Arizona Transportation Business Portal at www.azutracs.com. No later than fifteen calendar days after the preconstruction conference, the contractor shall log into the system and enter or verify the name, contact information, and subcontract amounts for Reportable Contracts on the project. As Reportable Contracts are approved over the course of the contract, the contractor shall enter the subcontractor information in the LPA DBE System. Reportable contracts information shall be entered into the system no later than five calendar days after approval by the LPA/Subrecipient Procurement Office.

The contractor shall report on a monthly basis indicating the amounts actually paid and the dates of each payment under any Reportable Contract on the project. The contractor shall provide information for payments made on all Reportable Contracts during the previous month by the last day of the current month. In the event that no payments were made during a given month, the contractor shall identify that by entering a dollar value of zero. If the contractor does not pay the full amount of any invoice from a subcontractor, the contractor shall note that and provide the reasons in the comment section of the Monthly Payment Audit of the LPA DBE System.

In addition, the contractor shall require that all participants in any Reportable Contract electronically verify receipt of payment on the contract within 15 days of receipt of electronic payment notification and the contractor shall actively monitor the system to ensure that the verifications are input. The contractor shall proactively work to resolve any payment discrepancies in the system between payment amounts it reports and payment confirmation amounts reported by others.

The contractor shall ensure that all Reportable Contract payment activity is in the LPA DBE System. This includes all lower-tier Reportable Contracts.

The contractor shall maintain records for each payment explaining the amount requested by the subcontractor, and the amount actually paid pursuant to the request, which may include but are not limited to, estimates, invoices, pay requests, copies of checks or wire transfers, and lien waivers in support of the monthly payments in the system.

The contractor shall ensure that a copy of this Subsection is included in every Reportable Contract of every tier.

(a) Sanctions for Inadequate Reporting:

For each Reportable Contract on which the contractor fails to submit timely and complete payment information the LPA/Subrecipient Procurement Office will retain \$1,000.00 as liquidated damages, from the monies due to the contractor. Liquidated damages will be deducted each month for each Reportable Contract on which the contractor fails to submit

payment information until the contractor provides the required information as described herein. After 90 consecutive days of non-reporting, the liquidated damages will increase to \$2,000.00 for each subsequent month, for each Reportable Contract on which the contractor fails to report until the information is provided. These liquidated damages shall be in addition to all other retention or liquidated damages provided for elsewhere in the contract.

(6) Completion of Work:

A subcontractor's work is satisfactorily completed when all the tasks called for in the subcontract have been accomplished, documented, and accepted by the LPA/Subrecipient Procurement Office.

(7) Disputes:

If there is a discrepancy between what is reported by the contractor in the LPA DBE System and what the subcontractor indicates, an alert email will automatically be sent to the contractor. The email will be sent to the email address provided by the contractor in the LPA DBE System. It is the contractor's responsibility to ensure that the email address in the system is kept current.

The contractor shall provide a verifiable explanation of the discrepancy in the LPA DBE System as early as practicable but in no case later than seven days after the date of the alert email.

The LPA/Subrecipient will determine whether the contractor has acted in good faith concerning any such explanations. The LPA/Subrecipient and ADOT BECO reserves the right to request and receive documents from the contractor and all subcontractors of any tier, in order to determine whether prompt payment requirements are met.

The contractor shall implement and use the dispute resolution process outlined in the subcontract or by following the LPA/Subrecipient escalation process, to resolve payment disputes.

(8) Non-compliance:

Failure to make prompt partial payment, or prompt final payment including any retention, within the time frames established above, will result in remedies, as the LPA/Subrecipient Procurement Office deems appropriate, which may include but are not limited to:

- (a) **Liquidated Damages:** These liquidated damages shall be in addition to all other retention or liquidated damages provided for elsewhere in the contract.
 - (i) The LPA/Subrecipient Procurement Office will withhold two times the disputed dollar amount not paid to each subcontractor.
 - (ii) If full payment is made within 30 days of the LPA/Subrecipient Procurement Office's payment to the contractor, the amount withheld by the LPA/Subrecipient Procurement Office will be released.
 - (iii) If full payment is made after 30 days of the LPA/Subrecipient Procurement Office's payment to the contractor, the LPA/Subrecipient Procurement Office will release 75 percent of the funds withheld. The LPA/Subrecipient Procurement Office will retain 25 percent of the monies withheld as liquidated damages.
- (b) **Additional Remedies.** If the contractor fails to make prompt payment for three consecutive months, or any four months over the course of one project, or if the contractor fails to make prompt payment on two or more projects within 24 months, the LPA/Subrecipient Procurement Office may, in addition, invoke the following remedies:
 - (i) Withhold monthly progress payments until the issue is resolved and full payment has been made to all subcontractors, subject to the liquidated damages described in paragraph (a) above,
 - (ii) Terminate the contract for default,

- (iii) Disqualify the contractor from future bidding, temporarily or permanently, depending on the number and severity of violations, if applicable.

In determining whether liquidated damages will be assessed, the extent of the liquidated damages, or additional remedies assessed, the LPA/Subrecipient will consider whether there have been other violations on this or other federal-aid contracts, whether the failure to make prompt payment was due to circumstances beyond the contractor's control, and other circumstances. The contractor may, within 15 calendar days of receipt of the decision of the LPA/Subrecipient, escalate the decision according to the contract's escalation process.

APPENDIX “D”

GENERAL ASSURANCE

Lake Havasu Metropolitan Planning Organization HEREBY AGREES THAT, as a condition to receiving any Federal financial assistance from the Arizona Department of Transportation that it will comply with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d-42 U.S.C. 2000d-4 (hereinafter referred to as the Act), and all requirements imposed by or pursuant to Title 49, code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 (hereinafter referred to as the Regulations) and other pertinent directives, that no person in the United States shall, on the grounds of race, color, national origin, age, or disability be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity, and HEREBY GIVES ASSURANCE THAT it will promptly take any measures necessary to effectuate this agreement. This assurance is required by subsection 21.7 (a) (1) of the Regulations, a copy of which is attached.

Specific Assurances

Federal-aid Highway Program Assurance

More specifically and without limiting the above general assurance, the Lake Havasu Metropolitan Planning Organization hereby gives the following specific assurances with its Federal-aid Highway Program.

1. That agrees that each “program” and each “facility” as defined in subsections 21.23(e) and 21.23(b) of the Regulations, will be (with regard to a “program”) conducted, or will be (with regard to a “facility”) operated in compliance with all requirements imposed by, or pursuant to, the Regulations.
2. That the Lake Havasu Metropolitan Planning Organization shall insert the following notifications in all solicitations for bids for work or material subject to the Regulations and made in connection with all Federal-aid Highway Programs and, in adapted form in all proposals for negotiated agreements:

The Lake Havasu Metropolitan Planning Organization, in accordance with the provisions of Title VI of the Civil Rights Act of 1964, (78 Stat. 25.42, 42 U.S.C. §§2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin, in consideration for an award.

3. That where the Lake Havasu Metropolitan Planning Organization receives Federal financial assistance to construct a facility, or part of a facility, the assurance shall extend to the entire facility and facilities operated in connection within.
4. That where the Lake Havasu Metropolitan Planning Organization receives Federal financial assistance in form, or for the acquisition of real property or an interest in real property, the assurance shall extend to rights to space on, over, or under such property.
5. That this assurance obligates the Lake Havasu Metropolitan Planning Organization for the period during which Federal financial assistance is extended to the program, except where the federal financial assistance is to provide, or is in the form of, personal property, or real property or interest therein or structures or improvements thereon, in which case the assurance obligates the Lake Havasu Metropolitan Planning Organization or any transferee for the longer of the following periods: (a) the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or (b) the period during which the Lake Havasu Metropolitan Planning Organization retains ownership or possession of the property.

6. The Lake Havasu Metropolitan Planning Organization shall provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he delegates specific authority to give reasonable guarantee that it, other recipients, subgrantees, contractors, subcontractors, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Act, the Regulations and this assurance.
7. The Lake Havasu Metropolitan Planning Organization agrees that the United States has right to seek judicial enforcement with regard to any matter arising under the Act, the Regulations, and this assurance.

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2019**

SUBJECT: Discussion and Possible Action to Approve The 2019 Executive Board Meeting Schedule

SUBMITTED BY: Vincent Gallegos, MPO Director

AGENDA TYPE: Public Hearing

ATTACHMENTS:

2019 MPO Executive Meeting Schedule

SUMMARY/BACKGROUND:

The 2018 Executive Board Meeting Schedule is attached for review and approval by the Board. The date and room are reserved; however, if a meeting is not scheduled the Board and others are notified. Please note that January 7th is a Monday and is the tentative date for the MPO Executive Board / Staff / TAC retreat. If necessary, a portion of the retreat may be held for Executive Board business and will be properly posted.

ACTION OPTION:

Motion to approve the 2019 Executive Board Meeting Schedule

OR

To be determined from discussion

RECOMMENDATION:

Motion to approve the 2019 Executive Board Meeting Schedule

**LAKE HAVASU METROPOLITAN
PLANNING ORGANIZATION (LHMPO)
EXECUTIVE BOARD
2019 MEETING SCHEDULE**

**The following is the 2019 meeting schedule for the Lake Havasu Metropolitan
Planning Organization (LHMPO) Executive Board**

MEETINGS –SECOND (2ND) TUESDAY OF THE MONTH

January 7 10:00 p.m. - 2:00 pm Executive Board/TAC Retreat	June 11
February 12	August 13
March 12	September 10
April 2**	October 8
May 14	November 12

LOCATION OF MEETING: Lake Havasu City Police Facility Meeting Room
2360 McCulloch Boulevard N, Lake Havasu City, AZ 86403

TIME: 2:00 PM

All meeting times and location are subject to change with adequate notice given

Adequate notice will be provided if a scheduled meeting is cancelled

LHMPO endeavors to make all public meetings accessible to persons with disabilities. Please call (928) 453-2823 or e-mail buckleyj@lhcaz.gov, 72 hours prior to the meeting to request a reasonable accommodation to participate in this meeting.

**** Meeting date changed from regular schedule due to conflict.**

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion only: Update on SR 95 Projects

SUBMITTED BY: Vinny Gallegos, MPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS: No Attachments

SUMMARY/BACKGROUND:

ADOT update on SR95 and Kiowa Blvd. Safety Improvements

Landscaping / Clean-up along SR95

ACTION OPTION:

No Action at this time

RECOMMENDATION:

Discussion Only

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion only: Update on the 20th AZ Rural Transportation Summit

SUBMITTED BY: Vinny Gallegos, MPO Director

AGENDA TYPE: Discussion Only

ATTACHMENTS: Thank You Card

SUMMARY/BACKGROUND:

20th AZ Rural Transportation Summit October 24-26, 2018 Lake Havasu City

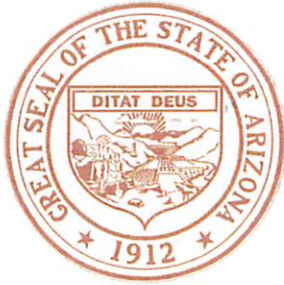
ACTION OPTION:

No Action at this time

RECOMMENDATION:

Discussion Only

Arizona House of Representatives



Representative David Cook
District 8

*Lets do
it again there!
Was a great venue.
- D.*

November 1, 2018

Dear Vinny,

This is a quick note to thank you for hosting the Arizona Rural Transportation Summit in your beautiful city. The Summit was great and helped me to be able to connect and network on the important transportation issues in our state. Thank you for being a great host!

Sincerely,

A handwritten signature in blue ink, appearing to read "David Cook".

Share this with your Board Members.
DAVID COOK

**LAKE HAVASU MPO
REQUEST FOR ACTION
November 13, 2018**

SUBJECT: Discussion Possible Action to Hold Elections or Make Appointments of Chair, Vice-Chair and Secretary/Treasurer

SUBMITTED BY: Vinny Gallegos, MPO Director

AGENDA TYPE: Public Hearing

ATTACHMENTS: No Attachments

SUMMARY/BACKGROUND:

Executive Board elections or appointments are performed annually, unless a need arises due to personnel changes. Mayor / Chairman Nexsen will be retiring this month and as such a new chairman of the MPO must be selected. This action would be effective through calendar year 2019.

ACTION OPTION:

Motion to move forward with appointments or elections of Chair, Vice-Chair and Secretary/Treasurer, individually or as a slate

OR

Action as a result of discussion of the Board

RECOMMENDATION:

Motion to move forward with appointments or elections of Chair, Vice-Chair and Secretary/Treasurer, individually or as a slate