

CHAIRMAN:
Mark Stedman
Commissioner – Lincoln
County
P.O. Box 28
Davenport, WA 99122
(5009) 725-3031

LEAD AGENCY:
Lincoln County
27234 SR 25 N
Davenport, WA 99122
(509) 725-7041

QUADCO RTPO
SFY 2018-2019 UPWP Project Application Form

QUADCO REGIONAL TRANSPORTATION PLANNING ORGANIZATION

**Application for SFY 2018-2019
UPWP Transportation Planning Project Funding**

Applications are due: 3:00 p.m. April 17, 2017

To Be AT LEAD AGENCY (not postmarked)

Applications can be submitted by single signed hard copy by mail, OR signed copy (signature in colored ink) scanned in PDF format and submitted by email

to:

pnollmeyer@co.lincoln.wa.us

Applications must be signed by appropriate agency representatives
(NO Faxed Copies shall be accepted)

NOTE: SEE GUIDANCE CRITERA for QUALIFYING PROJECTS

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WSDOT SUBCONTRACTING & EQUIPMENT PURCHASING REQUIREMENTS PAGE 7

BASIC INFORMATION

Agency Name: Lincoln County

Project Name: Lincoln County ADA Transition Plan

Road/Street Name: All Lincoln County Facilities

Location Map Included Yes No

RTPO Eligible Study Yes No

1. COST ESTIMATE AND FUNDING SOURCES

Funding Source	Amount
RTPO UPWP FUNDS REQUESTED	\$25,000
Match	\$25,000
Other	
TOTAL	\$50,000

2. PROJECT DESCRIPTION

Provide a description of your project, including:

- a) Work Items Anticipated:
- b) Budget detail:
- c) Who will perform the work (city, county, consultant):
- d) Project Readiness:
- e) Timelines for completion:

This project will consist of the combined work by in-house staff and consultant to develop a Lincoln County ADA Transition Plan.

Lincoln County meets many of the individual components to adhere to ADA requirements. County policies, services, and programs are in place to identify barriers for people with disabilities and has a process in place to hear and address ADA issues. Unofficial self-evaluations of some individual departments have been completed. ADA concerns and issues are addressed and improvements made on a case by case basis within each department as issues are identified.

What is missing is the expertise needed to review and insure existing polices, services, and programs are consistent with ADA requirements, and to collect missing data and compile the information from all departments into one comprehensive "County" ADA Transition Plan that is in compliance with the American Disabilities Act of 1990 and Department of Justice Implementing Regulations.

Anticipated Work Items and Budget

- Advertise request for qualifications (RFQ) for consulting services/select/award contract; in-house staff - \$2,000
- Initiate public outreach activities/solicit public input as necessary during plan development; consultant & in-house staff - \$5,000
- Evaluate county polices, services and programs and develop a list of necessary changes to comply with ADA regulations; consultant & in-house staff - \$5,000
- Revise non-conforming policies, services and programs; consultant & in-house staff- \$3,000
- Review existing self-evaluation work on file at each department; consultant & in-house staff - \$5,000
- Complete evaluations of each facility that has not been evaluated; consultant & in-house staff - \$8,000
- Prepare a written self-evaluation summary and list of barriers identified; consultant -\$4,000
- Provide a prioritized list of corresponding methods for correction, costs, criteria and schedule for completion of improvements; consultant - \$5,000

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- Prepare and publish written County ADA Transition Plan; consultant and in-house staff - \$8,000
- Advertise public outreach, solicit public input on the draft plan; consultant and in-house staff - \$3,000.
- Finalize the Lincoln County ADA Transition Plan; consultant and in-house staff - \$2,000

Total Budget - \$50,000

Project Readiness, Schedule & Work Items

Lincoln County is ready to proceed with this project as soon as UPWP Funding would be made available. The project could be completed and final ADA Transition Plan in place June 2018.

July 2017 – publish a Request for Qualifications (RFQ) for consulting services

August 2017 - select consultant

August 2017 – initiate public outreach

August 2017 – October 2017 – review existing policies, services, programs and self-evaluation October 2017 to December 2017 – revise non-compliant policies, services, and programs. October 2017 to December 2017 – complete necessary facility self-evaluations.

December 2017 to February 2018 – prepare self-evaluation summary

February 2018 to March 2018 – prepare list of barriers, methods for correction and prioritized list and schedule of improvements.

March 2018 – prepare written transition plan.

April 2018 to May 2018 – initiate opportunity to receive public comment and input.

June 2018 – County ADA Transition plan completed and in place.

Deliverable

The project will result in completion and adoption of a Lincoln County ADA Transition Plan. Federal recommendations state the transition plan should accomplish the following four tasks.

The project tasks listed will result to satisfy the federal recommendations.

- identify physical obstacles in the public agency's facilities that limit the accessibility of its programs or activities to individuals with disabilities.
- describe in detail the methods that will be used to make the facilities accessible.
- specify the schedule for taking the steps necessary to upgrade pedestrian access to meet ADA and Section 504 requirements in each year following the transition plan; and
- indicate the official responsible for implementation of the plan.

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RELATIONSHIP TO REGIONAL TRANSPORTATION PLANNING

3. Does this proposal assist in updating the regional transportation plan?

Yes No

If yes, describe how.

The QUADCO Regional Transportation Plan (RTP) was updated in 2017. The next action on the RTP will be a concurrency review in 2019. This project will provide a product that adheres to the goals and objectives of the RTP.

4. Does this proposal implement the regional transportation plan?

Yes No

If yes, please include page # references and a narrative describing how.
If no, is it consistent with the plan? (If it is not consistent with the plan, please explain).

This Project is specifically listed under the Goals, Objectives and Strategies of the RTP.

RTP Page # 10. Goal 4 – Mobility

Enhance the mobility of people and goods throughout the region by providing an interconnected transportation system and opportunities for choosing different transportation modes.

Objective 2: Provide Access for All Citizens

Strategy 3: Support agencies with more than 50 employees in QUADCO to comply with the Americans with Disabilities Act requirement to develop ADA Transition Plans.

This project will result to develop and finalize a Lincoln County ADA Transition Plan. The Plan will identify physical obstacles, list of methods and measures to make facilities accessible, and prioritized list and schedule for achieving completion of improvements to insure accessibility.

5. Does this proposal assist in developing or implementing local comprehensive plans?

Yes No

If yes, describe how. If no, please explain why.

Lincoln County is in the process of updating the transportation element of its Comprehensive Plan. Lincoln County is not required to plan under the Growth Management Act (GMA). However, the transportation element of the plan will be in line with the goals and objectives of the QUADCO Regional Transportation Plan and

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therefore in agreement with the goals and objectives of the RTP page # 10, Goal 4 – Mobility as stated in question 4 above.

BENEFITS TO REGIONAL SYSTEM

6. Does this proposal benefit safety, efficiency, effectiveness and/or preservation of the regional transportation system?

Yes No

If yes, describe how. If no, please explain why.

Completion of this project will include soliciting and obtaining public input from those with and without disabilities. The public process will allow Lincoln County to collect comments on the needs and desires to improve public building accesses. The information obtained will assist to develop an efficient and effective plan for addressing ADA upgrades.

The end result will be a comprehensive long-term ADA Transition Plan with scheduled ADA upgrades and improvements that will improve the safety and effectiveness of the access to public facilities and pedestrian transportation infrastructure as a whole.

7. Does this proposal benefit transportation infrastructure needs of the region's major sources of economic development and/or communities?

Yes No

Explain

The work completed and resulting ADA Transition Plan will provide the mechanism for a prioritized schedule to improve and upgrade identified non-compliant access to main Lincoln County facilities used by all citizens.

Facilities include the Lincoln County Courthouse, Public Safety Building, Sheriff's Office, Alcohol Drug Center, Fairground Buildings, Public Works Office, County Road Maintenance & Mechanic Shops, Transfer Station, Extension Services, Counseling Center, Environmental Health, and Outlying Polling Stations in the cities and towns.

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8. Does this proposal examine multimodal travel options, easy connections, and/or reduce delays for people and goods?

Yes No

If yes, explain.

This project will provide for the improvements to insure accessibility for people with disabilities to all major County offices, departments and facilities.

The Plan created from this project will identify non-compliant access locations and provide a prioritized list and schedule for completing temporary and/or permanent corrections to improve and insure locations were access is non-compliant.

9. Does this proposal demonstrate a cost-effective manner to achieve a viable solution to a potential or recognized problem?

Yes No

If yes, explain.

The American Disability Act became law on July 26, 1990. The law required public agencies with more than 50 employees to develop an ADA Transition Plan by January 26, 1992. Unfortunately Lincoln County (as like most other agencies) did not have the resources or expertise to develop and implement a Transition Plan.

The law is intended for an agency such as Lincoln County to have a single ADA Transition Plan. The lack of having a plan in place risks each individual department within the agency to lose federal funding.

The ability to complete a plan in-house becomes more complicated with the multiple number of departments that need to come together to develop a single "County" plan.

This project will provide Lincoln County with UPWP funding to put with committed matching funds to hire a consultant working with in-house department staffs to compile information from all County departments, hold public outreach events and compile information into one single ADA Transition Plan. This process provides for the development of a plan in the most cost-effective manner.

The resulting plan will identify necessary improvements to bring all departments into compliance with the ADA and develop a schedule for competing those improvements.

This is the only avenue Lincoln County has available to complete the work and satisfy ADA requirements.

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10. Will this proposal compliment other planning and strategy development work in the region, or projects being advanced and promoted by Member Agencies, WSDOT and other agencies?

Yes No

If yes, describe how this study will compliment other work and how the proposed study costs will be used towards the regional transportation system.

Attach letters of local support, and/or collaborative decision making between jurisdictions and partners.

Lincoln County has jurisdiction over the polling and voting stations located in the cities and towns within Lincoln County. Lincoln County has completed ADA accessible improvements over time to remain in compliance to ADA requirements. Access to the facilities will be part of the review and development of the Lincoln County ADA Transition Plan.

The cities and towns can use the information in the Lincoln County Plan as a template and make use of the info collected to avoid duplication of effort and expense as they develop their own local ADA Transition plans.

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CERTIFICATION IS HEREBY GIVEN THAT THE INFORMATION PROVIDED IS ACCURATE AND ALL INFORMATION IS COMPLETE AND INCLUDED AS PART OF THE APPLICATION

Date: 4/13/2017

Richard T. Becker

SIGNATURE OF AUTHORIZED MEMBER AGENCY REPRESENTATIVE

TITLE

Pho Haly

SIGNATURE OF MEMBER AGENCY OFFICIAL RESPONSIBLE FOR ADMINISTRATION

TITLE

LINCOLN COUNTY

MEMBER AGENCY

27234 SR 25 N

ADDRESS

DAVENPORT

CITY

WA

STATE

99122

ZIP

509-725-7041

TELEPHONE

FAX

EMAIL:

RTBECKER@CO.LINCOLN.WA.US

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CRITERIA for QUALIFYING PROJECTS

Type of Planning Projects considered for possible funding:

Criteria: Agency Planning Projects should be directed toward planning studies or projects, as identified in the goals, objectives and strategies outlined in the QUADCO Regional Transportation Plan. First tier projects fulfill transportation planning needs of regional significance. Second tier projects fulfill planning needs of sub-regional and local significance and used to provide examples to assist other member agencies in their planning efforts. Completion of regional and/or local planning studies fulfills significant needs to improve the sustainability of the QUADCO regions economic vitality. Projects will include possible solutions to issues of safety, preservation, economic vitality, mobility, environment, and stewardship (not necessarily in that order) and generally include:

- a. Collection of data/information and studies specific to regional corridors.
- b. Studies specific to regional and local major market routes
- c. Transportation issues affecting larger geographic scales.
- d. Work promoted by a combined group of member agencies and interested parties.
- e. Work that compliments other planning and strategy development work in the region.
- f. Projects being advanced and promoted by Member Agencies, WSDOT and other agencies.

SUBCONTRACTING & EQUIPMENT PURCHASING REQUIREMENTS

ATTENTION: All applicants must comply with the WSDOT/MPO/RTPO Agreement, GCA 1769, Section 12 when subcontracting or purchasing equipment. For your reference, the applicable sections are attached. The complete agreement is available upon request.

Subcontracting and Equipment

12.1 The services of the MPO/RTPO are to be directed by a Project Manager. The MPO/RTPO shall not assign, sublet, or transfer any of the work provided for under this Agreement without prior written approval from the STATE, and the STATE shall review and approve the MPO/RTPO's consultant agreement prior to execution. The MPO/RTPO shall comply with all current federal and state laws and regulations governing the selection and employment of consultants. The STATE reserves the right to appoint a representative to serve on the Consultant Selection Committee. Subcontracts for consultant services must contain all the required provisions to the extent applicable of Sections 3, 5, 8, 9, 13 through 15, and 19 through 22 of this Agreement.

12.2 Any equipment to be purchased under this Agreement shall be listed in the scope of work. All equipment must be purchased, managed, and disposed of in accordance with all current federal and state laws and regulations and the nondiscrimination provisions of Section 18 of this Agreement. The procurement of all equipment must be used for the sole purpose of urban and regional transportation planning activities. Any equipment on hand at the completion of the work shall become the property of the STATE.

BOARD OF:

Lincoln
County
Commissioners

LINCOLN COUNTY, WASHINGTON
PO. Box 28 - DAVENPORT, WASHINGTON 99122
OFFICE PHONE: (509) 725-3031 - FAX: (509) 725-2034
Regular Meetings First & Third Monday of Each Month

April 17, 2017

QUADCO RTPO Council,

This Board supports the Lincoln County Public Works Department and application for UPWP funding to complete an ADA Transition Plan for Lincoln County.

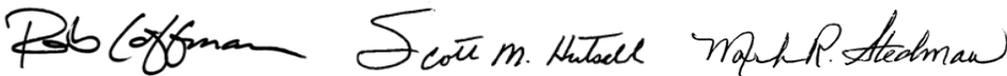
We are aware that Lincoln County must have a transition plan in place to remain eligible to receive federal funding. The risk of losing federal funding due to the absence of a plan would be devastating.

Lincoln County has many of the necessary components in place to insure ADA compliance. We require consulting services to work in combination with various department representatives in order to compile existing information, collect data, and complete public outreach.

The completed project will provide a County ADA Transition Plan encompassing all departments.

Thank you for your consideration to support this very important project.

Sincerely,



Rob Coffman
Chairman

Scott M. Hutsell
Vice Chairman

Mark R. Stedman
Member

MARK STEDMAN
Commissioner District No. 1
Harrington, Washington 99122

SCOTT M. HUTSELL
Commissioner District No. 2
Davenport, Washington 99122

ROB COFFMAN
Commissioner District No. 3
Wilbur, Washington 99185

SHELLY JOHNSTON
Clerk of the Board
Davenport, Washington 99122