



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Agenda

Friday, December 1, 2017 ♦ 9:00 AM

Putnam County Administration Building – Room 203

Opening

1. Welcome - Call to Order
2. Invocation
3. Pledge of Allegiance
4. Special Presentations - Retirement Proclamations

Ordinances Public Hearing

5. Proposed adoption of changes to the Putnam County Code of Ordinances - Appendix D (Short Term Vacation Rentals) (AF)

Regular Business Meeting

6. Public Comments
7. Approval of Agenda
8. Consent Agenda
 - a. Approval of Minutes - November 17, 2017 Retreat (staff-CC)
 - b. Approval of Minutes – November 17, 2017 Executive Session (staff-CC)
 - c. Approval of Minutes - November 21, 2017 Regular Meeting (staff-CC)
 - d. Approval of Minutes - November 21, 2017 Executive Session (staff-CC)
 - e. Authorization for Chairman to sign GDOT Federal Transit Administration Section 5311 Program Formula Funds for Rural Transit FY 2019 Grant Application (staff-Transit)
9. Presentation by Advanced Disposal (staff-CM)
10. Appointment to the Board of Assessors (staff-CC)

Reports/Announcements

11. County Manager Report
12. County Attorney Report
13. Commissioner Announcements

Closing

14. Adjournment

Backup material for agenda item:

5. Proposed adoption of changes to the Putnam County Code of Ordinances - Appendix D (Short Term Vacation Rentals) (AF)

ORDINANCE

AN ORDINANCE REGULATING SHORT TERM VACATION RENTALS WITHIN THE UNINCORPORATED AREAS OF PUTNAM COUNTY

WHEREAS, the Putnam County Board of Commissioner’s (“Board”) recognizes the significant impact short term vacation rentals within the unincorporated areas of the County may have on limited public resources; and

WHEREAS, the Board wishes to provide for the health and safety of all individuals renting, offering for rent and residing adjacent and near to short term vacation rentals;

NOW, THEREFORE, THE BOARD OF COMMISSIONERS OF PUTNAM COUNTY, GEORGIA, HEREBY ORDAIN as follows:

SECTION 1: That Appendix D, Short Term Vacation Rental, is hereby included in the Code of Ordinances, Putnam County, Georgia and shall read as follows:

Sec. 1. – Short Title

This ordinance shall be titled the “Putnam County Short Term Vacation Rental Ordinance.”

Sec. 2. – Definitions

For the purpose of this ordinance, the following terms, phrases, words and derivations shall have the meaning given herein. When not inconsistent with the context, words used in the present tense include the future, words in the plural number include the singular number, and words in the singular number include the plural number. The word "shall" is always mandatory and not merely dicta.

- a. *Short Term Vacation Rental.* Short term vacation rental means an accommodation for transient guests where, in exchange for compensation, a residential dwelling unit is provided for lodging for a period of time not to exceed 30 consecutive days. Short term vacation rental shall not include any residential dwelling unit not regularly offered for rental, which shall be defined as any residence offered for rental less than 14 days in any given calendar year. For the purposes of this definition, a residential dwelling shall include all housing types and shall exclude group living or other lodging uses.

Sec. 3 – Regulations for short term vacation rentals.

Short term vacation rentals may be offered to the public for rental following issuance of a short term vacation rental certificate, receipt of an occupation tax certificate, and payment of any and all applicable state and county taxes. Owners shall

also insure occupants do not disrupt or interfere with rights of adjacent property owners to quiet enjoyment of their property and shall adhere to the following requirements:

- a. Owner shall not allow any gathering of persons at the short term vacation rental in excess of 2 more than the stated residential occupancy.
- b. Owner shall not allow occupants to cause excessive noise at the residence and shall maintain against any noise after 10:00 PM which is audible at a distance of 100 feet from the residence.
- c. Owners shall not allow occupants to park any vehicle on a public or private road or at any other location other than those areas specifically designated within the application for the short term vacation rental certificate.
- d. Owners shall not allow occupants to violate any federal, state, or local law, statute, rule or ordinances.

Sec. 4 – Application; fee.

- a. An application for a short term vacation rental certificate shall be submitted, on an annual basis, under oath, on a form specified by the County Clerk, accompanied by a non-refundable application fee as set forth by the Board of Commissioners, which shall include at a minimum the following information or documentation:
 - 1. The name, address, telephone and email address of the owner(s) of record of the dwelling unit for which a certificate is sought. If such owner is not a natural person, the application shall identify all partners, officers and/or directors of any such entity, including personal contact information;
 - 2. The address of the unit to be used as a short term vacation rental;
 - 3. The name, address, telephone number and email address of the short term vacation rental agent, which shall constitute his or her 24 hour contact information and who shall:
 - a. Be reasonably available to handle any problems arising from use of the short term vacation rental unit;
 - b. Appear on the premises within 24 hours following notification from the Planning and Development Director, or his/her designee, of issues related to the use or occupancy of the premises, including, but not limited to, complaints of unreasonable noise or disturbances, disorderly conduct, or other illegal activity.

- c. Receive and accept service of any notice of violation related to the use or occupancy of the premises; and
 - d. Monitor the short term vacation rental unit for compliance with this chapter;
- 4. The owner’s sworn acknowledgment that he or she has received a copy of this section, has reviewed it and understands its requirements;
- 5. The owner’s designation of how many occupants may reside at the short term vacation rental;
- 6. The number and location of parking spaces allotted to the premises;
- 7. The owner’s agreement to use his or her best efforts to assure that use of the premises by short term vacation rental occupants will not disrupt the neighborhood, and will not interfere with the rights of neighboring property owners to the quiet enjoyment of their properties;
- 8. A copy of an exemplar agreement between the owner and occupant(s) which obligate the occupant to abide by all of the requirements of the chapter, and other Putnam County ordinances, state and federal law, and that such a violation of any of these rules may result in the immediate termination of the agreement and eviction from the premises, as well as potential liability for payment of fines levied;
- 9. Proof of the owner’s current ownership of the short term vacation rental unit;
- 10. Proof of insurance; and
- 11. Any other information or documentation deemed necessary by the County Clerk or any other county department.

Sec. 5 – Review of application.

Review of an application shall be conducted in accordance with due process principles and shall be granted unless the applicant fails to meet the conditions and requirements of this chapter, or otherwise fails to demonstrate the ability to comply with local, state, or federal laws. Any false statements or information provided in the application are grounds for revocation, suspension and/or imposition of penalties, including denial of future applications. A certificate shall not be issued unless the owner demonstrates compliance with the applicable codes.

Sec. 6 – Violations; revocation.

a. In any instance in which use of the short term rental by a guest results in a violation of these ordinances, or any other ordinance of Putnam County, notice of such violation shall be provided to the short term vacation rental agent. Upon notice of three violations within a period of 12 consecutive months, the Planning & Development Director shall revoke the short term vacation rental certificate and reject all applications for the subject premises for a period of 12 consecutive months. Failure to remedy any notice of violations may result in the issuance of a citation, which shall be prosecuted pursuant to this Code. Upon a conviction of violation, the Planning & Development Director may revoke the short term vacation rental certificate and reject all applications for the subject premises for a period of 12 consecution months.

Sec. 7 – Appeal Rights.

A person aggrieved by the Planning & Development Director’s decision to revoke, suspend or deny a short term vacation rental certificate may appeal the decision to the County Manager. The appeal must be filed with the County Manager’s office in writing, within 30 calendar days after the adverse action and it shall contain a concise statement of the reasons for the appeal. A decision from the County Manager shall be rendered within 5 business days of receipt of the appeal, and may hold any administrative hearing deemed necessary in consideration of the appeal.

SECTION 2: That any ordinances or resolutions as adopted by this Board which are in conflict with these ordinances are hereby repealed and rendered ineffective.

IN WITNESS WHEREOF, this ordinance has been duly adopted by the governing authority of Putnam County, Georgia on the ___ day of _____, 2017.

Chairman

CERTIFICATION

I hereby certify that the foregoing is a true and correct copy of an original ordinance adopted by the Putnam County Board of Commissioners on the ____ day of _____, 2017.

In witness whereof, I hereunto set my hand and affix the seal of Putnam County, this ____ day of _____, 2017.

County Clerk

[Affix Seal]

Backup material for agenda item:

8. Consent Agenda
 - a. Approval of Minutes - November 17, 2017 Retreat (staff-CC)
 - b. Approval of Minutes - November 17, 2017 Executive Session (staff-CC)
 - c. Approval of Minutes - November 21, 2017 Regular Meeting (staff-CC)
 - d. Approval of Minutes - November 21, 2017 Executive Session (staff-CC)
 - e. Authorization for Chairman to sign GDOT Federal Transit Administration Section 5311 Program Formula Funds for Rural Transit FY 2019 Grant Application (staff-Transit)

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Retreat Minutes

Friday, November 17, 2017 ♦ 10:00 AM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met for a Retreat on Friday, November 17, 2017 at approximately 10:00 AM in the Putnam County High School, 300 War Eagle Drive, Eatonton, Georgia

PRESENT

- Chairman Stephen Hersey
- Commissioner Kelvin Irvin
- Commissioner Daniel Brown
- Commissioner Alan Foster
- Commissioner Trevor Addison

STAFF PRESENT

- County Attorney Barry Fleming
- County Manager Paul Van Haute
- Assistant County Manager Lisa Jackson
- County Clerk Lynn Butterworth

OTHERS PRESENT

- Executive Director Laura Mathis, Middle Georgia Regional Commission

Opening

1. Call to Order

Chairman Hersey called the Retreat to order and turned it over to the facilitator, Ms. Laura Mathis.

Retreat

2. Roles for Retreat

Ms. Mathis went over the various roles for the retreat: BOC members should participate, engage in discussion, and share information; Staff should share information and engage in discussion; MGRC will stimulate discussion, ask questions, share information, keep the day moving, and not do all the talking.

3. Rules of Engagement for Successful Retreat

The rules for the retreat were to participate in the process, ask questions if you need clarification, speak for yourself, tell the truth with respect, discuss-not debate, use active listening, stay on track, and one voice at a time.

4. Roles / Responsibilities in Governance

Ms. Mathis explained that all came into their office with different motivations, issues, concerns, and ideas. All have different expectations and experiences and there are different needs across the county. She further explained that this board inherited everything and everyone from the last 210 years and that it takes time to learn about each other. An exercise was done where each person answered the question: “What is your personal ‘why’ you decided to become a _____ (whatever your role is)?” Each individual share why they wanted to be a commissioner, attorney, manager, or clerk. The general recap of responses was that the staff wants to enable others to do good things; the BOC has specific issues that are important to them and the BOC wants to preserve the good we have and make it a better place for the future. The Manger-Commission form of government was discussed along with the various roles of the county manager and the board of commissioners. Micromanaging issues were discussed and the need for a future planning retreat was mentioned.

The retreat recessed for lunch at approximately 11:54 a.m.

The retreat reconvened at approximately 12:33 p.m.

5. Meeting Protocol / Agenda Setting

An exercise was done where each person answered the question: “A successful meeting of the board is one where _____.” Each individual shared their ideas. The meeting protocol, decorum, and governing rules were discussed. The agenda development was reviewed and it was mentioned that it would be helpful if backup material, if available, could be sent out with the draft agenda.

6. Communication / Information Sharing

Internal and external communication was discussed, including how does it happen amongst commissioners and how does it happen amongst commissioners and staff. Reporting, accountability, managing vs. micromanaging, and status reporting were also discussed. County Manager Van Haute explained the standard budget process.

7. Next Steps

The next step is to hold a Planning Retreat for the TSPLOST if nothing else, possibly in January, but no later than February.

County Attorney Fleming announced that an Executive Session was needed for a legal matter.

Executive Session

8. Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to enter Executive Session as allowed by O.C.G.A. 50-14-4 for litigation. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

Retreat closed at approximately 2:27 p.m.

9. Motion to reopen meeting and Execute Affidavit concerning the subject matter of the closed portion of the meeting

Motion made by Commissioner Irvin, seconded by Commissioner Addison, to reopen the retreat and execute an affidavit concerning the subject matter of the closed portion of the meeting. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes. (Copy of affidavit made a part of the minutes on minute book page _____.)

Retreat reopened at approximately 2:41 p.m.

10. Action, if any, resulting from the Executive Session
No action was taken.

Closing

11. Adjournment

Chairman Hersey adjourned the retreat at approximately 2:42 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Stephen J. Hersey
Chairman

PUTNAM COUNTY BOARD OF COMMISSIONERS



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024

Minutes

Tuesday, November 21, 2017 ♦ 6:30 PM

Putnam County Administration Building – Room 203

The Putnam County Board of Commissioners met on Tuesday, November 21, 2017 at approximately 6:30 PM in the Putnam County Administration Building, 117 Putnam Drive, Room 203, Eatonton, Georgia

PRESENT

Chairman Stephen Hersey
Commissioner Kelvin Irvin
Commissioner Daniel Brown
Commissioner Alan Foster
Commissioner Trevor Addison

STAFF PRESENT

County Attorney Barry Fleming
Assistant County Manager Lisa Jackson
County Clerk Lynn Butterworth

STAFF ABSENT

County Manager Paul Van Haute

Opening

1. Welcome - Call to Order

Chairman Hersey called the meeting to order at approximately 6:36 p.m. (Copy of agenda made a part of the minutes on minute book page _____.)

2. Invocation

The invocation was given by Lisa Jackson.

3. Pledge of Allegiance

The Pledge of Allegiance was led by Chairman Hersey.

Zoning Public Hearing

4. Request by Debra D. Wilson, agent for William L. Daniel, to rezone 9.75 acres at 355 Rabbit Skip Road from AG-1 to R-2 [Map 030, Parcel 003]

Ms. Debra Wilson spoke in support of this request. No one signed in to speak against this item. Planning & Development staff recommendation is for approval.

Motion made by Commissioner Irvin, seconded by Commissioner Addison, to approve the request by Debra D. Wilson, agent for William L. Daniel, to rezone 9.75 acres at 355 Rabbit Skip Road from AG-1 to R-2 [Map 030, Parcel 003]. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

Regular Business Meeting

5. Public Comments

Mr. Billy Webster commented on consolidation, specifically the unification of the municipal and state courts.

6. Approval of Agenda

Chairman Hersey advised that an Executive Session was needed.

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to approve the agenda with the addition of an Executive Session. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

7. Consent Agenda

- a. Approval of Minutes - November 5, 2017 Regular Meeting
- b. Approval of Minutes - November 9, 2017 Called Meeting
- c. Approval of Minutes - November 9, 2017 Executive Session
- d. Authorization for Chairman to sign Judicial Alternatives of Georgia Probation Services Agreement for State Court of Putnam County
- e. Authorization for Chairman to sign Judicial Alternatives of Georgia Probation Services Agreement for Superior Court of Putnam County

Motion made by Commissioner Addison, seconded by Commissioner Irvin, to approve the Consent Agenda. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes. (Copy of agreements made a part of the minutes on minute book pages _____.)

8. Appointment to the Region Two Behavioral Health and Developmental Disabilities Planning Board

Commissioner Addison, seconded by Commissioner Foster, nominated William O. Lombard to serve on the Region Two Behavioral Health and Developmental Disabilities Planning Board. Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voted for William O. Lombard to be appointed to the Region Two Behavioral Health and Developmental Disabilities Planning Board.

9. Approval to begin process to abandon Price Road
County Attorney Fleming explained the road abandonment process.

Motion made by Commissioner Irvin, seconded by Commissioner Brown, to instruct staff to start the abandonment process for Price Road. Motion carried with Commissioners Irvin, Brown, Foster, and Addison voting yes and Chairman Hersey voting no.

10. Discussion of HR 158

Chairman Hersey advised that he will be bringing a resolution to the board at the December 19th meeting regarding HR 158, which concerns appropriation of funds which are designated for specific purposes but have not gone to the purposes intended. No action was taken.

Executive Session

11. Motion to enter Executive Session as allowed by O.C.G.A. 50-14-4, if necessary, for Personnel, Litigation, or Real Estate

Motion made by Commissioner Irvin, seconded by Chairman Hersey, to enter Executive Session as allowed by O.C.G.A. 50-14-4 for litigation purposes. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

Meeting closed at approximately 7:22 p.m.

12. Motion to reopen meeting and Execute Affidavit concerning the subject matter of the closed portion of the meeting

Motion made by Commissioner Addison, seconded by Commissioner Foster, to reopen the meeting and execute an affidavit concerning the subject matter of the closed portion of the meeting. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes. (Copy of affidavit made a part of the minutes on minute book page _____.)

Meeting reopened at approximately 8:20 p.m.

13. Action, if any, resulting from the Executive Session

County Attorney Fleming reported that one legal matter was discussed with no action taken.

Reports/Announcements

11. County Manager Report
No report.

12. County Attorney Report
No report.

13. Commissioner Announcements

Commissioner Irvin: wished everyone a wonderful Thanksgiving and announced that he enjoyed the retreat and thought it was productive

Commissioner Brown: wished everyone a happy Thanksgiving

Commissioner Foster: none

Commissioner Addison: wished everyone a happy and safe Thanksgiving

Chairman Hersey: wished everyone a happy holiday and advised that he will not be at the December 1st BOC meeting; he also announced that the Georgia Heart program has generated over \$375,000 for Putnam General Hospital

Closing

14. Adjournment

Motion made by Commissioner Irvin, seconded by Commissioner Addison, to adjourn the meeting. Motion carried with Commissioners Irvin, Brown, Foster, and Addison and Chairman Hersey voting yes.

Meeting adjourned at approximately 8:26 p.m.

ATTEST:

Lynn Butterworth
County Clerk

Stephen J. Hersey
Chairman

PUTNAM COUNTY BOARD OF COMMISSIONERS



Office of the County Clerk
117 Putnam Drive, Suite A ♦ Eatonton, GA 31024
706-485-5826 (main office) ♦ 706-485-1877 (direct line) ♦ 706-923-2345 (fax)
lbutterworth@putnamcountyga.us ♦ www.putnamcountyga.us

The draft minutes of the November 17, 2017 and November 21, 2017 Executive Sessions are available for Commissioner review in the Clerk's office.



Date: October 3, 2017

Subject: Federal Funding Opportunity - Federal Transit Administration (FTA) Section 5311 Program – Formula Funds for Rural Areas (under 50,000 population) - Grant Application for FY 2019

To: Current Section 5307 Subrecipients and Other Interested Parties

From: Jamie A. Cochran, FAICP – Transit Program Manager

Copies: Carol Comer – Intermodal Division Director, Nancy Cobb – Intermodal Administrator, Rhonda Briggins, President, Georgia Transit Association; Association of County Commissions of Georgia (ACCG); and Georgia Municipal Association (GMA)

Beginning on October 3, 2017, the Georgia Department of Transportation (GDOT) is accepting grant applications from eligible applicants requesting FTA Section 5311 funding for rural public transportation. All grant applications materials are being distributed via e-mail to all of Georgia’s regional commissions and also be posted on the GDOT Transit Program webpage located at: <http://www.dot.ga.gov/IS/Transit>. **The deadline for submitting completed grant applications to GDOT is December 4, 2017 (close of business).** Please see the grant application package for submission requirements.

Eligible Recipients

Under the FTA Section 5311 program, eligible recipients include (1) states; (2) federally recognized Indian Tribes; (3) state or local government authorities; (4) non-profit organizations, and (5) operators of public transportation or intercity bus service. Eligible activities include capital projects, transit operations, mobility management activities, and the acquisition of contracted public transit services.

GDOT will allow eligible private non-profit organizations interested in applying for funding for areas of Georgia where no local government jurisdiction or other organization is providing rural public transit services. In order for private non-profit organizations to qualify for Section 5311 funding, they must obtain a letter from both the local government jurisdiction (city or county, as appropriate) or multiple local jurisdictions (as appropriate) and the Regional Commission(s) for the proposed service area. The original signature letters should communicate that the organization (City, County, or Regional Commission) is not interested in directly providing the proposed public transportation service for the period from July 1, 2018 through June 30, 2019; and (2) the organization supports the submission of the grant application by the private non-profit organization for the specified service area.

Application Format

The FY 2019 Section 5311 grant application package is in Microsoft Word format to make it as easy as possible for applicants to insert information into the package. Please do not change the overall organization of the package or add/delete/change questions. You are free to use as much space as you

Memo to Section 5311 Subrecipients and Other Interested Parties
October 3, 2017
Page Two

like for text you insert into the application. You are also free to add supplementary information in addition to what is required in the grant application package, but this is not required.

Application Submission to GDOT

The deadline for submitting your completed Section 5311 grant application for FY 2019 is December 4, 2017 (close of business). Please submit one (1) electronic copy of your completed application to Michele Nystrom at mnystrom@dot.ga.gov AND your District Public Transportation Specialist (please see the last page of the grant application for contact information). Additionally, one paper copy of your completed application **with original signatures** should be mailed to GDOT at the following location: Georgia Department of Transportation, One Georgia Center, 600 W. Peachtree Street, Atlanta, Georgia 30308, Attn: Michele Nystrom.

Important Reminders

- Incomplete grant applications or applications submitted after the deadline will not be accepted. Local government jurisdictions that need additional time in order to obtain their governing board's Authorizing Resolution should forward that document to GDOT as soon as possible after December 4, 2017.
- All grant applications must include the required notarized signatures as indicated in the Section 5311 grant application. They must be submitted to GDOT on the subrecipient's letterhead (not from any Third Party Operator (TPO)).
- All grant applications must include a set of signed 2017 FTA Certifications and Assurances (most recent version) from the Applicant organization signifying its understanding and acceptance of the described FTA program requirements (see grant application attachment). Both the Chief Executive AND the organization's attorney MUST SIGN these documents.
- A new feature in the FY 2019 grant application is the Third Party Operator (TPO) Disclosure form. If your organization does not contract with a TPO to provide any aspect of your service, you do not have to complete this form.
- Please be aware that GDOT's former policy on its "Mandatory 10% Farebox Revenue" is not in effect. All farebox revenues identified should reflect ACTUAL amounts.

If you have any questions concerning the FY 2019 FTA Section 5311 grant application program, please contact Michele Nystrom via e-mail at mnystrom@dot.ga.gov or by phone at (404-631-1235) or your District Public Transportation Coordinator (see Appendix for contact information). Thank you so much for your interest in improving public transportation systems in Georgia.

JAC:cc

Attachments: FY 2019 FTA Section 5311 Grant Application Package; FY 2017 FTA Certifications and Assurances Package; FY 2019 FTA Section 5311 Project Budget Form; and FY 2019 FTA Section 5311 – TPO Disclosure Form



FEDERAL TRANSIT ADMINISTRATION

SECTION 5311 PROGRAM

FORMULA FUNDS FOR RURAL TRANSIT

FY 2019 GRANT APPLICATION

DEADLINE FOR SUBMISSION: DECEMBER 4, 2017

**Please send an electronic copy of your completed application to
Michele Nystrom@dot.ga.gov
AND to your designated District Public Transportation Specialist
(see page 35 for contact information)**

**Please send one (1) paper copy with original signatures
of your completed grant application to:**

**Georgia DOT
One Georgia Center
600 W. Peachtree Street
Atlanta, GA 30308
Attn: Michele Nystrom**

PART A: INTRODUCTION

The Federal Transit Administration (FTA) provides federal funding to support the capital and operating assistance activities for rural transit systems. GDOT is the designated recipient of these federal funds and is responsible for the program oversight and administration of the program in compliance with all applicable federal regulations.

Each year, GDOT announces the opportunity for eligible applicants to apply for Section 5311 funds for rural transit. Each application is reviewed and evaluated by GDOT using established criteria, including (1) established goals and objectives of the service; (2) proposed grant activities; (3) service parameters; (4) performance related to asset management/maintenance requirements; (5) compliance with other established Section 5311 requirements, such as procurement; and (6) contract and financial performance. All approved funding amounts under this program are dependent on the availability of FTA funds.

All grant applicants should comply complete the Section 5311 application as outlined in the enclosed instructions. **If you have any questions or need technical assistance, please contact your local GDOT District Public Transportation Coordinator (see Appendix for contact information) or Michele Nystrom at mnystrom@dot.ga.gov or 404-631-1235.** The contact information for these individuals is provided in the attached Section 5311 grant application package (see Appendix). Table 1 describes the required steps for successfully applying for Section 5311 grant funding. The grant application package describes the requirements for each of these actions in detail.

Table 1: Steps in the Section 5311 Grant Application Process

Step	Required Action
1	Review the entire grant application package.
2	<p>Arrange for the following activities for your organization, including all required signatures, so that you can submit this grant application by the November 29, 2017 deadline.</p> <ul style="list-style-type: none"> ▪ Review of the Federal Transit Administration (FTA) Certifications and Assurances documents (see grant application attachment) ▪ Provision of an Authorizing Resolution ▪ Placement and Publication of a Public Notice
3	Completion of the "Project Budget" for the grant application. This form must be submitted to GDOT (both the General Office in Atlanta to Michele Nystrom at mnystrom@dot.ga.gov and to the District Public Transportation Specialist in the appropriate district) by October 30, 2017.
4	Completion of the entire grant application package by December 4, 2017 . Please use the Section 5311 Grant Application Checklist in Appendix A to check the completeness of your submittal before sending it to GDOT.

When your grant application is complete, please submit the following documents to GDOT as shown on the cover page of this grant application by December 4, 2017 (close of business).

PART B: GRANT APPLICANT INFORMATION PROFILE

Please complete the information requested in the table below for the organization.

Legal Name of Applicant Organization:	Putnam County Transit
DBA: (System Name)	
FY 2019 Section 5311 Application Request (please check all that apply)	<input checked="" type="checkbox"/> Operating <input type="checkbox"/> Capital (vehicles) <input checked="" type="checkbox"/> Capital (small equipment) <input type="checkbox"/> Mobility Management
Public Transportation Service Area (i.e. county, city, or multiple counties)	
Does Your Organization Currently Operate Public Transportation Services Using FTA Section 5311 Funding?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
DUNS Number:	010112084
E-verify Number:	49222
Physical Address for Applicant:	117 Putnam Dr. Suite A Eatonton, Georgia 31024
Mailing Address for Funding Contract:	117 Putnam Dr. Suite A Eatonton, Georgia 31024
Name and Title of Person Authorized Official Submitting the Grant Application	Dianne Pounds Transit Director
Address, Phone Number and E-Mail Address for Authorized Person (above)	117 Putnam Dr. Eatonton, Georgia 31024 (706) 485-6355 dpounds@putnamcountyga.us
GDOT uses an electronic contract processing/execution system for its Section 5311 Program. Please identify the persons and contact information below to facilitate contract development and execution.	
Internal Contract Reviewer Name and Title (if any)	
Email address for Internal Contract Reviewer	
Authorized Official Who Signs Contract (Name and Title)	Stephen J. Hersey Commissioner Chairman

Email for Authorized Official Signing Contract:	shersey@putnamcountyga.us
Name and title of Witness who will notarize/affix seal	Lynn Butterworth County Clerk
Email address for Witness who will notarize/affix seal:	lbutterworth@putnamcountyga.us
Name and title of secondary Witness who will notarize/affix seal	Stephanie McMullen Administrative Assistant
Email address for secondary Witness who will notarize/affix seal	smcmullen@putnamcountyga.us
Organization Type	<input checked="" type="checkbox"/> County Government <input type="checkbox"/> City Government <input type="checkbox"/> Regional Commission <input type="checkbox"/> Private Non-Profit Organization
Does your organization have 100 or more transit-related employees?	NO
Do you use one or more Third Party Operators (TPO) that have 100 or more employees? If so, please state the name of the company (ies); the TPO manager in responsible charge of your service; and their number of employees.	NO

PUTNAM COUNTY BOARD OF COMMISSIONERS

23



DISTRICT ONE:
KELVIN IRVIN

DISTRICT TWO:
DANIEL W. BROWN

CHAIRMAN:
DR. STEPHEN HERSEY

DISTRICT THREE:
ALAN FOSTER

DISTRICT FOUR:
TREVOR J. ADDISON

November 21, 2017

Ms. Jamie Cochran, FAICP
Transit Programs Manager
Georgia Department of Transportation
600 W. Peachtree Street
Atlanta, GA 30308

Dear Ms. Cochran:

The Putnam County BOC is applying for an FTA Section 5311 grant for (capital, operating, or mobility management) grant in aid in the transit operation of the Putnam County Transit for FY 2019. The capital and operating management assistance requested in this project has been reviewed and approved by the local transportation planning process and is identified in the State Transportation Improvement Program (STIP) for your area.

We are requesting federal assistance for operating and capital budget in the following amounts:

- Operating assistance \$ 119,987.00 (50% federal share) with a local match requirement of \$ 119,987.00 (50% local share) to be provided by Putnam County Transit.
- Capital Purchase of Transit Vehicles (revenue vehicles) in the amount of \$ 0 (80% federal share) and state funds in the amount of \$ 0 (10% state share) and local funds in the amount of \$ 0 (10% local share) to be provided by Putnam County Transit.
- Capital Purchase of Small Equipment in the amount of \$ 2275.00 (80% federal share), state funds in the amount of \$ 284.40 (10% state share) and local funds in the amount of \$ 284.40 (10% local share) to be provided by Putnam County Transit.
- Mobility Management funding in the amount of \$ 0 (80% federal share) and local funds in the amount of \$ 0 (20% local share) to be provided by Putnam County Transit.

The Applicant attests that all of the information contained in this funding request is correct and that the applicant has the legal, financial, technical, and managerial capacity to carry out the proposed project and maintain the project property. If you have questions about this request for funding, please contact Dianne Pounds at 706-485-6355 or dpounds@putnamcountyga.us.

Signature

Stephen J. Hersey

Name of Authorized Official

Date

PART D
(Page 1 of 2)

AUTHORIZING RESOLUTION

RESOLUTION AUTHORIZING THE FILING OF AN APPLICATION WITH THE GEORGIA DEPARTMENT OF TRANSPORTATION AND THE UNITED STATES DEPARTMENT OF TRANSPORTATION, FOR A GRANT FOR PUBLIC TRANSPORTATION ASSISTANCE UNDER SECTION 5311 OF THE FEDERAL TRANSIT LAWS UNDER CHAPTER 53 OF TITLE 49 OF THE UNITED STATES CODE.

WHEREAS, the Federal Transit Administration and the Georgia Department of Transportation are authorized to make grants to non-urbanized (rural) areas for mass transportation projects; and

WHEREAS, the contract for financial assistance will impose certain obligations upon Applicant, including the provision of the local share of project costs; and

WHEREAS, it is required by the United States Department of Transportation and the Georgia Department of Transportation in accordance with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Federal Transit Act, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and under the United States Department of Transportation requirements thereunder; and

NOW, THEREFORE, BE IT RESOLVED BY the Board of Commissioners of Putnam County, hereinafter referred to as the "Applicant",

1. That the Commission Chairman hereinafter referred to as the "Official", is authorized to execute and file an application on behalf of the Applicant, a County government, with the Georgia Department of Transportation to aid in the financing of public transportation assistance pursuant to Section 5311 of the Federal Transit Act.
2. That the Official is authorized to execute and file such application and assurances or any other document required by the U.S. Department of Transportation and the Georgia Department of Transportation effectuating the purpose of Title VI of the Civil Rights Act of 1964.
3. That the Official is authorized to execute and file all other standard assurances or any other document required by the Georgia Department of Transportation or the U. S. Department of Transportation in connection with the application for public transportation assistance.
4. That the Official is authorized to furnish such additional information as the U.S. Department of Transportation or the Georgia Department of Transportation may require in connection with the application of the project.
5. That the Official is authorized to execute grant contract agreements on behalf of the Applicant with the Georgia Department of Transportation.
6. That the Applicant while making application to or receiving grants from the Federal Transit Administration will comply with the FTA Circular 9040.1G, FTA Certifications and Assurances for Federal Assistance 2019 as listed in this grant application and General Operating Guidelines as illustrated in the Georgia State Management Plan and Administrative Guide for Rural Public Transportation Programs.
7. That the Applicant has or will have available in the General Fund the required non-federal funds to meet local share requirements for this grant application.

PART D
(Page 2 of 2)

APPROVED AND ADOPTED this 1st day of December 2017.

Commission Chairman

Stephen J. Hersey, Commission Chairman
Typed Name and Title

Signed, sealed and delivered this 1st day of December 2017 in the presence of

Witness

Notary Public (Seal)

CERTIFICATE

The undersigned duly qualified and acting **County Clerk** of the Board of Commissioners of Putnam County certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting held on December 1, 2017.

Lynn Butterworth
County Clerk

(County Seal)

Part E-1-1: Transportation System and Services:

(Please describe your organization's current Section 5311 transit system, including your service area (i.e. countywide or multiple counties, municipalities served; population served (i.e. population); demographic characteristics of your customers; total number of vehicles you operate; hours and days of services; methods you use to reach out to the public with transit system information; trends in the number of public transit riders transportation over the past three years; length of time your organization has provided transit services; and description of how services are delivered (i.e. by a third party operator, by county staff, a combination of county and TPO staff, etc.).

If your organization is applying to FTA for a NEW public transportation service, please describe the area to be served, transit needs to be met, public outreach activities conducted, and overall organization for planning and delivering transit services. Please include all agencies/entities providing key transit-related activities, including vehicle operations, vehicle maintenance, operations reporting capabilities, etc.).

THE ORGANIZATION

The Putnam County Board of Commissioners comprises the local government responsible for setting objectives for the rural public transportation system. The local government's near-term objectives for the program are to provide cost effective mobility and to meet demand-response requests for all county residents for public transportation.

The rural public transportation management team consists of Dianne Pounds. Dianne Pounds is the Program Manager for Section 5311 and is responsible for coordinating the program. She is responsible for budgeting and financial reports. Dianne Pounds is responsible for MIS reports and performs the duties of the dispatcher and schedules passenger trips. The program Manager is located at 117 Putnam Drive Suite A, and the dispatcher is located at 117 Putnam Drive Room 135 in Eatonton.

Objectives for this application period are to increase ridership while decreasing the passenger per mile ratio so that the program will be in compliance with Department of Transportation service policy parameters. The management team would also like to increase revenues generated through the farebox to offset the local funding match.

The transit program interacts and coordinates with other local government services and county operations in an attempt to achieve unified county transportation that most effectively utilizes transportation needs.

THE MARKET

All Putnam County residents can use the public transportation system regardless of their location in the county, financial status or personal characteristics. The market for the transit system is not geographically concentrated, but rather evenly distributed throughout the county. The county serves the general public and coordinates programs with church groups, civic clubs, non-profit organizations and county organizations. Continuing public awareness efforts are made to promote the program in order to meet personal needs, medical needs, shopping needs, recreational need and job-related needs.

OPERATIONS

Capital resources available for providing the service are shown in the following vehicle inventory chart. The chart includes the vehicle number, a description of the vehicle which includes a lift or mobile radio, if applicable, the mileage as of and the current year condition of the vehicle.

The combination of demand/response and route deviation service is utilized. Purchase of service, direct fare service and subscription service are all available under program guidelines although the county may not elect to offer all these services. Local service policies are in place.

Quality control of operations is an important consideration. Minor customer complaints are handled by the van drivers and/or the dispatcher. Major complaints are handled by the program manager in conjunction with the Board of Commissioners. The operating and financial data are accumulated through daily reports from the drivers and the manager.

PART F: FTA-FUNDED ASSETS/STATE OF GOOD REPAIR

(FTA requires that organizations receiving federal transit funds maintain a complete inventory of their transit (revenue-producing) vehicles, administrative/support vehicles, equipment (with a replacement cost of \$ 50,000 or more), and transit facilities (i.e. maintenance facility, administration offices, etc.). GDOT already maintains a comprehensive inventory of the rural transit vehicles it procures on behalf of Section 5311 rural transit systems. Please complete the following two tables related to (1) Administrative/support vehicles and equipment (with a replacement cost of \$ 50,000 or more); and (2) an inventory list of your transit facilities.

Part F-1-1: Inventory of Equipment, Including Administrative/Support (Non-Revenue) Vehicles*

Equipment Item (over \$ 50K cost)	Condition (excellent, good, fair, poor)	Year Purchased	Purchased Under FTA Grant No.?
2012 Ford Goshen Coach Van	fair	2011	yes
2017 Ford/Startrans E350 Shuttle Van with lift	excellent	2016	yes
2017 Ford/Startrans E350 Shuttle Van with lift	excellent	2016	yes
Administrative/Support Vehicles (Non-Revenue Vehicles)			
Vehicle Type/Capacity	Primary Purpose	Year Purchased and Condition (excellent, good, fair, poor)	Purchased under FTA Grant No.?

Part F-1-2: Inventory of Transit Facilities

Name/Type of Facility	Address	Condition (excellent, good, fair, poor)	Acquired under FTA Grant No.?
Putnam County Administration Building	117 Putnam Dr. Suite A Eatonton, GA 31024	excellent	yes

Part F-1-3: Vehicle, Equipment (over \$ 50,000 in replacement cost), and Facility Maintenance Responsibilities

Please complete the following table to indicate which organization (public sector or private company) that has the responsibility for maintaining your FTA-funded assets.

Type of FTA-Funded Asset	Responsible Organization for Maintenance, Contact Person, and Email Address	Part of Your Overall Organization? (yes or no)	Contractor? (yes or no)
Shuttle Vans	Putnam County Public Work/Maintenance Anthony Frazier afrazier@putnamcountyga.us	yes	no
Shuttle Vans with Lift	Putnam County Public Work/Maintenance Anthony Frazier afrazier@putnamcountyga.us	yes	no
Administrative/ Support Vehicles			
Equipment Item # 1			
Equipment Item # 1			
Facility # 1 – specify:			
Facility # 2 – Specify:			

PART G: APPLICANT ELIGIBILITY AND CAPABILITIES

(Please describe your organization's structure, major functions, and eligibility to carry out the proposed transit activities with the requested FTA funding. Please include a statement related to your legal, financial technical, and managerial capability to carry out the project activities, maintain the project property in a state of good repair, and assure compliance with all applicable FTA program requirements, including the oversight of consultants and other contractors).

Putnam County is well eligible to carry out activities with the requested FTA funding. Putnam Transit has been providing services for thirty-two years. Putnam Transit employs a Director scheduler/dispatcher, three (3) full time drivers and (2) part-time drivers. Putnam County retains an attorney, the county provides the transit with needed funds, technical assistance and the Director has been with the program for (5) years. These attributes help to improve the project and maintain the project and maintain the project properly. Putnam Transit transport passenger from Putnam County to Greene County and Baldwin County for Medical appointments, Education and some personal business for a fare of \$8.00 to Baldwin County, \$8.00 to Greene County and \$5. 00 to Greene County which is less than ten miles.

Part G-1: Statement of Public Benefits:

(Please describe the anticipated benefits to the public from the undertaking the activities described in this grant application, including statistical information, where possible)

Increase citizen mobility of transportation resources, promotion of local business which in turn contributes to economy of the County.

Part G-2: Project Coordination

(Please describe how the FTA-funded services described in this grant application will be coordinated with social service agencies and private transportation providers in the service area)

N/A

Part G-3: For New Applicants Only - Service Initiation and Delivery

(if you are a NEW applicant for FTA Section 5311 funding, please describe your plan for initiating the service, including major phases and milestone dates for launching the new service and any other public or private sector partners participating in the launch of the new service).

N/A

PART H:**SECTION 5311 PROJECT BUDGET**

(The Applicant should insert a completed Project Budget Form for the GDOT Section 5311 Grant Application here. Please see the next page for the Project Budget template to insert your information. Your Project Budget Form should include the number and type of vehicles requested, small capital items to be purchased, and amount for operating and/or mobility management assistance. Please insert the COMPLETED Project Budget that has already been initially reviewed by GDOT District Public Transportation Coordinator for your area in this grant application. Please see the Appendix for the names and contact information for GDOT's District Public Transportation Coordinators and their assigned counties.

You should obtain the approval of your Project Budget Form by your District Public Transportation Coordinator no later than October 30, 2017 to facilitate the completion of your FY 2019 grant application.

INSERT COMPLETED DOT PROJECT BUDGET FORM HERE (SEE ATTACHMENT IN GRANT APPLICATION PACKAGE)

PART I:

SOURCES OF LOCAL MATCHING FUNDS AND THREE-YEAR BUDGET TRENDS

*(Please list ALL sources of local matching funds, including the amounts for each. The use of purchase of service (POS) contracts with the Georgia Department of Human Services (DHS) and other similar entities should also be shown, along with the source of the purchase of service revenues. **PLEASE NOTE that for budgeting purposes, all POS revenues must be deducted from the total transit operating expenses (as defined by FTA as "program revenue" to arrive at the net Section 5311 transit operating expenses each month. The funding share of the net operating expenses is then calculated at 50% federal funds and 50% local funds. Additionally, FY 2019 budgets should reflect ACTUAL farebox revenues and not the formerly used "10% Farebox Policy" amount from prior years.***

*Please note that other FTA funds, including Section 5310, 5307, and 5339 funds are not eligible sources of local match funds. Local match funds must be **traceable back of the source of origination (from a specific local governmental entity) and can be used only once as a local match source for a federal grant).***

Table I-1: Source of Local Matching Funds

Local government general revenues	\$119,987.00
Estimated Revenue from all publicly funded Purchase of Service (POS) Contracts, including contracting agency/office; total amount of contract; begin and end date for contract; and cost per unit of transit service.	\$
Estimated Medicaid Revenues	\$0
Estimated Farebox Revenue	\$25,426.00
Other local fund source: please specify -	\$0
Other: local fund source - please specify -	\$0
TOTAL LOCAL MATCHING FUNDS:	\$145,413.00

Table I-2: Three-Year Budget Trend (FY 2017 through FY 2019)

Last FY 2017 (actual)		Current FY 2018 (current year budget)		Proposed FY 2019 (this application)	
Federal	\$99,496.76	Federal	\$91,292.00	Federal	\$119,987.00
State	\$	State	\$	State	\$
Local (total including farebox, general fund, and POS revenues)	\$99,496.76 \$25,425.32	Local (total including farebox, general fund, and POS revenues)	\$91,292.00 \$20,287.00	Local (total including farebox, general fund, and POS revenues)	\$119,987.00 \$25,426.00
Total	\$224,418.89	Total	\$202,871.00	Total	\$265,400.00

PART J:**INFORMATION ON THIRD PARTY OPERATORS (TPOs)**

(The Applicant should complete the TPO Disclosure Form on the next page. One sheet for each TPO utilized by your Section 5311 transit system should be completed).

INSERT THE COMPLETED TPO DISCLOSURE FORM(S) HERE – PLEASE SEE GRANT APPLICATION PACKAGE FOR THE FORMS

PART K: PRIVATE ENTERPRISE COORDINATION (PUBLIC NOTICE)

(The Applicant MUST publish this notice one time in the local government's legal newspaper. This is required to enable private transportation service providers to be aware of the Applicant's grant application. The original legal ad and notarized publisher's affidavit from the newspaper should be included in your grant application.)

PUBLIC NOTICE

Putnam County Transit is applying for funding assistance under Title 49 U.S.C. Section 5311 of the Federal Transit Act pertaining to rural areas.

The Putnam County Transit will offer general public transportation to all citizens of Putnam County for any worthwhile purpose, including but not limited to shopping, medical treatment, social services, and other purposes.

The Putnam County Transit solicits private sector input and participation to assure that private for-profit transportation operators have a fair and timely opportunity to participate in the development of this program.

The Putnam County Transit also solicits comments and concerns from the general population on local rural public transportation services.

The Putnam County Transit also solicits comments and concerns from the disabled population and their representatives to assure that issues relating to the disabled are addressed in the service design proposed during the planning process.

Interested persons are invited to request that a public hearing be held to discuss the services being offered or development of the application. Written comments, requests for a public hearing and/or written notice of intent by private for-profit transportation operators to provide or participate in any or all of the above services should be submitted no later than fifteen (15) days from the date of this publication to:

Commission Chairman/Mayor/Chief Executive of Applicant Organization:

STEPHEN J. HERSEY

Address/City/State/Zip Code of Applicant:

117 Putnam Drive, Suite A
Eatonton, Georgia 31024

Phone Number of Applicant:

(706) 485-5826

If no response is received within the fifteen (15) days, the Applicant must certify this in the completed grant application in writing on the organization's letterhead.

If there is a response to the Public Notice, the "Private Enterprise Coordination Certification" (see below) must be completed and included in the Applicant's completed grant application.

The Eatonton Messenger

39

100 N. Jefferson Ave., P.O. Box 4027 - Eatonton, Georgia 31024-4027 - msgr@msgr.com



Lake Oconee News

AFFIDAVIT OF PUBLISHER

PART K: PUBLIC NOTICE

PUTNAM COUNTY TRANSIT FOR

FUNDING ASSISTANCE UNDER TITLE 49 U.S.C. SECTION 5311

October 19, 2017


STATE OF GEORGIA
COUNTY OF PUTNAM

PERSONALLY APPEARED BEFORE ME, THE UNDERSIGNED,
OFFICER, DULY AUTHORIZED TO ADMINISTER OATHS IN SAID
STATE AND COUNTY, Georgia/Putnam,
WHO, HAVING BEEN DULY SWORN, DEPOSES AND SAYS ON OATH
THAT HE/SHE IS PUBLISHER OF The Eatonton Messenger,
THAT AS SUCH, HE/SHE IS AUTHORIZED TO MAKE THIS
AFFIDAVIT, AND THAT THE ATTACHED NOTICE WAS PUBLISHED
IN The Eatonton Messenger LEGAL ORGAN OF PUTNAM
COUNTY, GEORGIA AND LOCAL NEWSPAPER OF GENERAL
CIRCULATION IN PUTNAM COUNTY, GEORGIA, ON

10-19

THIS 19 DAY OF October, 2017.




A. MARK SMITH, PUBLISHER

SWORN TO AND SUBSCRIBED
BEFORE ME THIS 19 DAY
OF October, 2017

Becky C Meyer
NOTARY PUBLIC

MY COMMISSION EXPIRES:

Notary Public, Putnam County, Georgia
My Commission Expires April 12, 2021

PART K:**PUBLIC NOTICE**

Putnam County Transit is applying for funding assistance under Title 49 U.S.C. Section 5311 of the Federal Transit Act pertaining to rural areas.

The Putnam County Transit will offer general public transportation to all citizens of Putnam County for any worthwhile purpose, including but not limited to shopping, medical treatment, social services, and other purposes.

The Putnam County Transit solicits private sector input and participation to assure that private for-profit transportation operators have a fair and timely opportunity to participate in the development of this program.

The Putnam County Transit also solicits comments and concerns from the general population on local rural public transportation services.

The Putnam County Transit also solicits comments and concerns from the disabled population and their representatives to assure that issues relating to the disabled are addressed in the service design proposed during the planning process.

Interested persons are invited to request that a public hearing be held to discuss the services being offered or development of the application. Written comments, requests for a public hearing and/or written notice of intent by private for-profit transportation operators to provide or participate in any or all of the above services should be submitted no later than fifteen (15) days from the date of this publication to:

Chairman Stephen J. Hersey
Putnam County Board of Commissioners
117 Putnam Drive, Suite A
Eatonton, Georgia 31024
(706) 485-5826

If no response is received within the fifteen (15) days, the Applicant must certify this in the completed grant application in writing on the organization's letterhead.

10/11/17

10-19c

Private Enterprise Coordination Certification

The Applicant Organization's County Commission Chair, Mayor, or Authorized Executive must complete the certification shown below, sign, and date this form. This exhibit, the original legal ad appearing in the local newspaper, and notarized publisher's affidavit from the newspaper must be included in this Section 5311 grant application.

List of private transportation providers operating in the service area, including contact person, address, and phone number:

Date of Notification(s) Requesting Public Hearing (if any): _____

Applicant must attach Notice and Affidavit from newspaper or letter sent to private transportation providers.

Last day for private transportation providers to request the public hearing: _____

The Applicant's organization, _____ (Legal Name of City/County/Eligible Organization) will annually review existing service and any proposed service changes to determine the feasibility of private providers providing the public service. An annual review will be scheduled and a review format will be developed to carry out this task. Private transportation service providers will be notified and their interest in the service provision will be assessed. Private transportation service providers will be invited to attend and be a part of the annual review process.

Signature of Authorized Official

Printed Name and Title of Authorized Official

Date

PART L: FTA TITLE VI DATA COLLECTION AND REPORTING

(The Applicant must complete the following sections pertaining to your organization's Title VI Program activities).

Part L-1: General Reporting

1. List any Title VI-related lawsuits or complaints filed pertaining to your organization's Section 5311 program.
N/A
2. Has your organization applied for any other federal financial assistance for transportation? Yes No If so, what kind of financial assistance and from which source _____
3. Please state whether or not any Civil Rights/Title VI Compliance Review Activity has been conducted in the last three years at your organization.
 Yes No

Part L-2: Title VI Monitoring Procedures

GDOT requires the following monthly reporting in order to meet FTA National Transit Database requirements. Accurate completion of the following information is critical to continued Section 5311 grant eligibility. Subrecipients must provide this data monthly, including data on population of your service area, percentage of trips made by minority population (compared to the total); types of services provided; days and hours of operation; number and type of vehicles in operation; number/percentage of wheelchair-equipped vehicles total seating capacity; service area; total monthly ridership; transit costs by hour, mile, etc.; number of trips by trip purpose; quality of service; etc. Please seek technical assistance from your public transit coordinator, if you have any questions regarding the definitions or completion of these data.

The Applicant organization agrees to provide this data on a monthly basis in a format designated by GDOT.

Signature of Authorized Official

Stephen J. Hersey, Commission Chairman
Printed Name/Title of Authorized Official

Date

PART M: CERTIFICATION OF NO INTENT TO CHARTER SERVICE

(The Applicant must provide the certification shown below on the organization's letterhead and include the signature of the Authorized Official).

The Applicant organization, Putnam County Transit (name of legal entity) certifies that it does not intend to and will not provide charter service with FTA funded equipment and facilities or provide any exclusive service during the operating period of this application.

by the Georgia Department of Transportation (conveyance of government officials), the Applicant agrees to notify Department and the Federal Transit Administration in writing of such provision of services.

The Applicant also certifies that conveyance of government officials shall not exceed 80 hours in a given year and such services must also be reported to the Federal Transit Administration.

Signature of Authorized Official

Stephen J. Hersey, Commission Chairman
Printed Name and Title of Authorized Official

Date

PART N: DRUG-FREE WORKPLACE AND DRUG AND ALCOHOL PROGRAM
(FOR CURRENT SECTION 5311 TRANSIT SYSTEMS – Applicant must place this certification on the Applicant’s letterhead).

I, Stephen J Hersey Commission, Chairman
(Type or Print Name of Official) (Type or Print Title of Official)

certify that Putnam County and its contractors, as required,
(Type or Print the Applicant organization (County or City))

for the Section 5311 Rural Public Transportation Program, has established and implemented an alcohol misuse prevention program and anti-drug abuse program in accordance with the terms of 49 CFR Part 40 and Part 655. I further certify that the employee training conducted under this part meets the requirements of 49 CFR, Part 40 and Part 655.

Signature of Authorized Official

Date

NOTE: New (or first time) applicants must not sign this certification until their program has been approved by GDOT.

PART O: DRUG-FREE WORKPLACE ACT CERTIFICATION FOR A PUBLIC OR PRIVATE ENTITY

(Applicant must place this certification on the Applicant organization's letterhead and include signature of the Authorized Official)

The Putnam County Transit (legal name of entity) certifies that it will provide a drug-free workplace as specified in U.S. Department of Transportation's (DOT) rule, 49 CFR Part 40 and 655, which describes required procedures for conducting workplace drug and alcohol testing for FTA programs, including:

- A) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
- B) Establishing an ongoing drug-free awareness program to inform employees about:
 - The dangers of drug abuse in the workplace;
 - The Applicant's policy of maintaining a drug-free workplace;
 - Any available drug counseling, rehabilitation, and employee assistance programs; and, the penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
- C) Making it a requirement that each employee to be engaged in the performance of the grant or cooperative agreement be given a copy of the statement required by paragraph (A);
- D) Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant or cooperative agreement, the employee will abide by the terms of the statement; and notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
- E) Notifying the Federal agency in writing, within ten calendar days after receiving notice under subparagraph (D) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every project officer or other designee on whose project activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification numbers(s) of each affected grant or cooperative agreement;
- F) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (D) (2), with respect to any employee who is so convicted;
 - Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
 - Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency; and
- G) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A), (B), (C), (D), (E), and (F).

The Applicant's headquarters is located at the following address:

Name of Applicant Organization: Putnam County Transit
Name of Authorized Official: Stephen J. Hersey
Address: 117 Putnam Dr. Suite A
City: County: State: Eatonton, Putnam Georgia
Zip Code: 31024

Signature of Authorized Official

Stephen J. Hersey
Printed Name of Authorized Official

Date

PART P: CERTIFICATION OF EQUAL ACCESS FOR PERSONS WITH DISABILITIES

*(Applicant is required to sign this certification **only if** the organization is requesting the purchase of a vehicle without disability access features (i.e. wheelchair lift) as required in 49 CFR Part 38)*

I hereby certify that when viewed in its entirety, the demand-responsive transportation program of Putnam County Transit (legal name of entity) provides disabled persons with access equal to that afforded to any other persons in terms of the following criteria:

- Response time,
- Fares (demand response system cannot charge higher fare for wheelchair boarding),
- Geographic area of service,
- Hours and days of service,
- Restrictions based on trip purpose,
- Availability of information and reservations capabilities, and
- Constraints on capacity or service availability.

Certified this _____ day of _____, 201__ .

Signature of Authorized Official

Commission, Chairman

Title of Authorized Official

Date

PART Q: FTA CIVIL RIGHTS ASSURANCE

(Applicant must place this certification on the Applicant organization's letterhead including the signature of the Authorized Official).

The Putnam County Transit (legal name of entity) hereby certifies that, as a condition of receiving Federal financial assistance under the Federal Transit Act, the organization will ensure that:

- No person on the basis of race, color, or national origin, will be subjected to discrimination in the level and quality of transportation services and transit related benefits.
- The Putnam County Transit (legal name of entity) will compile, maintain, and submit in a timely manner Title VI information required by FTA Circular 4702.1B and in compliance with the Department of Transportation's Title VI regulation, 49 CFR Part 21.7(a).
- The Putnam County Transit (legal name of the entity) will make it known to the public that those persons alleging discrimination on the basis of race, color, or national origin as it relates to the provision of transportation services and transit-related benefits may file a complaint with the Federal Transit Administration and/or the U.S. Department of Transportation.

The Applicant/Recipient assures that it will comply with the following laws and regulations so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in any U.S. DOT or FTA funded program or activity (particularly in the level and quality of transportation services and transportation-related benefits on the basis of race, color, national origin, religion, sex, disability, or age:

- Federal transit laws, specifically 49 U.S.C. 5332, as amended by MAP-21 (prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, or age, and in employment or business opportunity),
- Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d,
- The Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*,
- The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*,
- 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 CFR part 21.7(a),
- U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
- Any other applicable Federal statutes that may be signed into law or Federal regulations that may be promulgated,

As required by 49 CFR 21.7:

- It will comply with Federal guidance implementing Federal nondiscrimination laws and regulations, except to the extent FTA determines otherwise in writing, with 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR Part 21 in the manner it conducts each Project, undertakes property acquisitions, and operates its Project facilities, including: it's entire facilities and its facilities operated in connection with its Project. This assurance applies to your Applicant/Recipient's entire Project and to all parts of its facilities, including the facilities it operates to implement its Project,
- It will promptly take the necessary actions to carry out this assurance, including: notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA, and submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request,

- If it transfers FTA funded real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination: (1) while the property is used for the purpose that the Federal funding is extended, and (2) while the property is used for another purpose involving the provision of similar services or benefits,
- It will make any changes in its Title VI implementing procedures as U.S. DOT or FTA may request to comply with Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR part 21, and Federal transit laws, 49 U.S.C. 5332, as amended by MAP-21,
- It will comply with Federal guidance issued to implement Federal nondiscrimination requirements, except as FTA determines otherwise in writing,
- It will extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each Third Party Participant, including: (1) Any Subrecipient, (2) Any Transferee, (3) Any Third Party Contractor or Subcontractor at any tier, (4) Any Successor in Interest, (5) Any Lessee, or (6) Any other Third Party Participant in its Project,
- It will include adequate provisions to extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each third party agreement, including: (1) Each subagreement, (2) Each property transfer agreement, (3) Each third party contract or subcontract at any tier, (4) Each lease, or (5) Each participation agreement, and

As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR 27.9, and consistent with 49 U.S.C. 5307(c)(1)(D)(iii), as amended by MAP-21, the Applicant/Recipient assures that:

1. It will comply with the following prohibitions against discrimination on the basis of disability, which are a condition of approval or extension of any FTA funding awarded to: (1) Construct any facility, (2) Obtain any rolling stock or other equipment, (3) Undertake studies, (4) Conduct research, or (5) Participate in or obtain any benefit from any FTA administered program, and
2. In any program or activity receiving or benefiting from Federal funding that U.S. DOT administers, no otherwise qualified people with a disability will, because of their disability, be: (1) Excluded from participation, (2) Denied benefits, or (3) Otherwise subjected to discrimination.

The United States has a right to seek judicial enforcement of any matter arising under Title VI of the Civil Rights Act, 42 U.S.C. 2000d, U.S. DOT regulations, 49 CFR part 21, and this assurance.

The assurances made will remain in effect as long as: (1) Federal funding is extended to your Project, (2) Project property is used for a purpose for which the Federal funding is extended, (3) Project property is used for a purpose involving the provision of similar services or benefits, or (4) Ownership or possession is retained of its Project property.

The person whose signature appears below is authorized to sign this assurance on behalf of the recipient.

Stephen J. Hersey, Commission Chairman
Name and Title of Authorized Official

Date

PART R: DEBARMENT AND SUSPENSION

(If the Applicant is submitting this grant application for funding exceeding \$ 25,000, the Applicant must provide the following certification on the organization's letterhead, including the signature of the Authorized Official).

U.S. DOT regulations, "Non-procurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Government-wide Debarment and Suspension (Non-procurement)," 2 CFR part 180, permit certifications to assure the Applicant/Recipient acknowledges that:

The Applicant/Recipient certifies to the best of its knowledge and belief that, it, its principals, and first tier sub-recipients:

- a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded, or disqualified.
- b. Have not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction, violation of any Federal or State antitrust statute, or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
- c. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding Section 'a' of this certification.
- d. Have not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this certification.
- e. Will promptly provide any information to the FTA if at a later time any information contradicts the statements of subparagraphs above, and
- f. Will treat each lower tier contract or lower tier subcontract under the Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it equals or exceeds \$25,000, is for audit services, or requires the consent of a Federal official.
- g. Will require that each covered lower tier contractor and subcontractor comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 1200, and assure that each lower tier participant in the Project is not presently declared by any Federal department or agency to be:
 - Debarred from participation in the federally funded project,
 - Suspended from participation in the federally funded project,
 - Proposed for debarment from participation in the federally funded project,
 - Declared ineligible to participate in the federally funded project,
 - Voluntarily excluded from participation in the federally funded project, or
 - Disqualified from participation in the federally funded Project.

The Applicant/Recipient will promptly provide a written explanation to GDOT if it or any of its principals, including any of its first tier sub-recipients or lower tier participants, is unable to certify to the preceding statements in this certification.

Signature of Authorized Official

Commission Chairman
Title of Authorized Official

Date

PART 5:**DISADVANTAGED BUSINESS ENTERPRISE (DBE) SEMI-ANNUAL REPORTING**

(The Applicant must certify that the Applicant Organization will provide the required semi-annual DBE reports to GDOT on May 1st and November 1st of each year).

The Applicant, Putnam County Transit (legal name of entity) will provide the required FTA Semi-Annual Disadvantaged Business Enterprise (DBE) Program Report, referred to as the Uniform Report of DBE Commitments/Award and Payments is a requirement of 49 CFR Part 26. The semi-annual DBE report is a spreadsheet that captures a detailed breakdown of DBE participation in the Georgia Department of Transportation's DBE program.

Authorized Official

Commission Chairman
Title of Authorized Official

Date

PART T:**FTA CERTIFICATIONS AND ASSURANCES**

(As part of this Section 5311 grant application, each Applicant organization must have its Chief Executive Officer (County Commission Chair or Mayor, if a local government jurisdiction or Executive Director or other authorized designee of the Applicant and the Applicant's Attorney place original signatures on the set of FY 2017 FTA Certifications and Assurances (see attachment).

Please insert an originally signed copy of the FTA FY 2017 Certifications and Assurance package, the Signature Page, and the "Affirmation of Applicant" and "Affirmation of Applicant's Attorney" with your grant application package.

APPENDIX A

FY 2019 SECTION 5311 GRANT APPLICATION CHECKLIST

Part	Name/Description of Item	Completed? (yes or no)
A	Introduction	NA
B	Grant Application Information Profile	Yes
C	Sample Transmittal Letter	Yes
D	Authorizing Resolution	Yes
E	Background Information and Project Description	Yes
F	FTA-Funded Assets and State of Good Repair	Yes
G	Applicant Eligibility and Capabilities	Yes
H	Section 5311 Project Budget	Yes
I	Sources of Local Match Funds and Three-Year Budget Trends	Yes
J	Information on Third Party Operators (TPOs)	No
K	Private Enterprise Coordination	Yes
L	FTA Title VII at Collection and Reporting	Yes
M	Certification of No Intent to Charter Service	Yes
N	Drug-Free Workplace and Drug and Alcohol Program	Yes
O	Drug-Free Workplace Act Certification for a Public or Private Entity	Yes
P	Certification of Equal Access for Persons with Disabilities	Yes
Q	FTA Civil Rights Assurance	Yes
R	Debarment and Suspension	Yes
S	Disadvantaged Business Enterprise (DBE) Semi-Annual Reports	Yes
T	FTA Certifications and Assurances (2017 - most recent version)	Yes

Reviewed By:	District Public Transportation Coordinator	Date
	Transit Program Manager Dianne Pounds	Date 11/21/2017
	Assistant Division Director – Intermodal Division	Date

**APPENDIX B
GDOT DISTRICT PUBLIC TRANSPORTATION COORDINATORS
AND CONTACT INFORMATION**

District	Assigned Counties	Name/Contact Information
1	Banks, Barrow Clarke, Dawson, Elbert, Forsyth, Franklin, Habersham, Hall, Hart, Jackson, Lumpkin, Madison, Oconee, Rabun, Towns, Stephens, Union, Walton, and White	Jemal Shephard 2594 Gillsville Highway Gainesville, GA 30507 (770) 531-5738 djsheppard@dot.ga.gov
2	Baldwin, Bleckley, Burke, Columbia, Dodge, Emanuel, Glascock, Greene, Hancock, Jasper, Jefferson, Jenkins, Johnson, Laurens, Lincoln, McDuffie, Morgan, Newton, Oglethorpe, Putnam, Richmond, Taliaferro, Treutlen, Warren, Washington, Wilkes, Wilkinson,	Kristy "Mellie" Pettit 801 Highway 15S Tennille, GA 31089 (478) 553-3410 kpettit@dot.ga.gov
3	Bibb, Butts, Coweta, Crawford, Dooly, Fayette, Harris, Heard, Henry, Houston, Jones, Lamar, Macon, Meriwether, Marion, Monroe, Muscogee, Peach, Pike, Pulaski, Schley, Spaulding, Stewart, Sumter, Talbot, Taylor, Troup, Twiggs, Upson, Webster	Carrie Anderson 115 Transportation Blvd., Thomaston, GA 30286 (706) 646-7570 caanderson@dot.ga.gov
4	Atkinson, Baker, Ben Hill, Berrien, Brooks, Calhoun, Clay, Coffee, Colquitt, Cook, Crisp, Decatur, Dougherty, Early, Echols, Grady, Irwin, Lanier, Lee, Lowndes, Miller, Mitchell, Quitman, Randolph, Seminole, Terrell, Thomas, Tift, Turner, Wilcox, Worth	Algenia Skinner 710 West 2 nd Street Tifton, GA 31794 (229) 391-5433 paskinner@dot.ga.gov
5	Appling, Bacon, Brantley, Bryan Bulloch, Camden, Candler, Charlton, Chatham, Clinch, Effingham, Evans, Glynn, Jeff Davis, Liberty, Long, McIntosh, Montgomery, Pierce, Screven, Tattnall, Telfair, Toombs, Ware, Wayne, Wheeler	Troy Green 204 N. US Highway 301 Jesup, GA 31546 (912) 530-4372 tgreen@dot.ga.gov
6	Bartow, Catoosa Chattooga, Cherokee, Dade, Fannin, Floyd, Gilmer, Gordon, Haralson, Murray, Paulding, Pickens, Polk, Walker, Whitfield	Freida Black 500 Joe Frank Harris Pkwy. Cartersville, GA 30120 (678) 721-5312 fblack@dot.ga.gov

2017 PUTNAM COUNTY VEHICLE OPERATING PERFORMANCE

Van#	Type	Jul 2016	Aug 2016	Sep 2016	Oct 2016	Nov 2016	Dec 2016	Jan 2017	Feb 2017	Mar 2017	Apr 2017	May 2017	Jun 2017	TOTALS	Average
3202	Trips	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3202	Miles	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3202	Hours	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3202	Fuel	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3202	Days	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3202	W/Chairs	0	0	0	0	0	0	0	0	0	0	0	0	0	0
3219	Trips	464	691	523	462	408	337	532	465	524	377	413	333	5,529	461
3219	Miles	2,496	3863	3023	2551	2378	1898	2788	2697	2851	2337	2621	2416	31,919	2,660
3219	Hours	149	173	154	124	117	109	151	146	160	132	168	159	1,742	145
3219	Fuel	304	459	365	318	320	218	331	336	332	272	348	287	3,890	324
3219	Days	20	23	20	21	16	15	20	19	21	18	22	21	236	20
3478	Trips	526	773	638	523	481	531	530	102	0	0	0	0	4,104	342
3478	Miles	3,100	4,477	3,482	2,951	2,755	2,733	3,114	357	0	0	0	0	22,969	1,914
3478	Hours	151	188	163	157	138	138	157	23	0	0	0	0	1,115	93
3478	Fuel	376	551	414	383	344	361	389	66	0	0	0	0	2,884	240
3478	Days	20	23	21	21	18	20	20	3	0	0	0	0	146	12
0081	Trips	603	199	430	477	523	616	314	477	192	0	0	0	3,831	319
0081	Miles	2729	1011	2494	2,267	2436	2390	1,392	2123	999	0	0	0	17,841	1,487
0081	Hours	153	48	130	136	146	152	87	139	55	0	0	0	1,046	87
0081	Fuel	353	117	322	299	340	333	184	324	134	0	0	0	2,406	201
0081	Days	20	6	17	18	19	20	13	19	8	0	0	0	140	12
0081	W/Chairs	65	15	28	34	54	52	44	47	19	0	0	0	358	30
2239	Trips	0	0	0	0	0	0	0	269	181	162	27	0	639	53
2239	Miles	0	0	0	0	0	0	0	1656	943	1139	132	0	3,870	323
2239	Hours	0	0	0	0	0	0	0	84	48	54	7	0	193	16
2239	Fuel	0	0	0	0	0	0	0	218	123	139	0	0	480	40
2239	Days	0	0	0	0	0	0	0	11	7	8	1	0	27	2
3663	Trips	0	0	0	0	0	0	0	0	353	299	437	399	1,488	2,976
3663	Miles	0	0	0	0	0	0	0	0	2022	1947	2742	3011	9,722	19,444
3663	Hours	0	0	0	0	0	0	0	0	103	106	156	170	535	1070
3663	Fuel	0	0	0	0	0	0	0	0	283	274	383	384	1324	2648
3663	Days	0	0	0	0	0	0	0	0	14	13	21	22	70	140
3663	W/Chairs	0	0	0	0	0	0	0	0	20	12	25	26	83	166
3664	Trips	0	0	0	0	0	0	0	0	340	446	447	438	1,671	3,342
3664	Miles	0	0	0	0	0	0	0	0	2196	2689	2827	3010	10,722	21,444
3664	Hours	0	0	0	0	0	0	0	0	107	143	166	166	582	1,164
3664	Fuel	0	0	0	0	0	0	0	0	284	373	347	410	1,414	2,828
3664	Days	0	0	0	0	0	0	0	0	15	19	22	22	78	156
3664	W/Chairs	0	0	0	0	0	0	0	0	13	22	22	16	73	146

PUTNAM COUNTY TRANSIT

MONTHLY REPORT

2017	July 2016	August 2016	September 2016	October 2016	November 2016	December 2016	January 2017	February 2017	March 2017	April 2017	May 2017	June 2017	TOTALS	Average
WHITE	331	410	403	347	358	341	980	276	300	300	259	250	4,555	380
A. AMER.	1,120	1,130	1,057	1,020	962	1,030	292	909	1,123	938	964	869	11,414	951
HISP.	42	123	131	95	92	113	104	128	167	46	107	51	1,199	100
A. INDIAN	0	0	0	0	0	0	0	0	0	0	0	0	0	0
ASIAN	0	0	0	0	0	0	0	0	0	0	0	0	0	0
OTHER	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MED.	79	136	66	100	73	83	101	94	96	100	118	83	1,129	94
EMP.	197	226	165	194	185	174	168	118	204	154	146	115	2,046	171
NUT.	192	211	103	130	144	187	167	163	164	141	173	50	1,825	152
S& REC.	263	226	245	235	209	236	187	199	236	162	178	216	2,592	216
EDU.	9	31	16	19	12	25	11	23	24	25	15	14	224	19
S & PER.	853	833	593	784	789	779	742	716	866	702	694	692	9,043	754
ELD.	758	719	760	712	645	741	681	690	818	615	600	605	8,344	695
NON ELD.	835	944	831	750	767	743	695	623	772	669	730	565	8,924	744
DISABLED	940	825	825	819	743	768	693	686	833	660	678	678	9,148	762
TRIPS	1,593	1,663	1,591	1,462	1,412	1,484	1,376	1,313	1,590	1,284	1,324	1,170	17,262	1,439
MILES	8,325	9,351	8,999	7,769	7,569	7,021	7,294	6,833	9,011	8,112	8,322	8,437	97,043	8,087
HOURS	453	409	447	417	401	399	395	392	473	435	497	495	5,213	434
FUEL	1,033	1,127	1,101	1,000	1,004	912	904	944	1,156	1,058	1,078	1,081	12,398	1,033
DAYS	60	52	58	60	53	55	53	52	65	58	66	65	697	58
W/Chairs	65	15	28	34	54	52	44	47	52	34	47	42	514	43
AVG/TRIPS DAY	26.55	31.98	27.43	24.37	26.64	26.98	25.96	25.25	24.46	22.14	20.06	18	299.82	24.99

PART L-2:

TITLE VI DATA COLLECTION AND REPORTING
Putnam County SECTION 5311 PROGRAM

Title VI MONITORING PROCEDURES

Level of Service – Overview¹

Total Population	21,477 people
Minority Percentage:	34.7%
Type of Service:	Demand Response Operation.
Days/Hours of Operation:	Monday-Friday/8:00 a.m.-4:00 p.m.
Number of Vehicles:	3
Wheelchair Equipped:	2
Total Seating Capacity:	31
Service Area:	Putnam County

Performance²

Total number of trips for an average month	1,439
Total number of trips to minorities	13,703
Percentage minority trips to total trips	79.35%

¹ Population Data from US Census Data for 2010 Source “<http://venus.census.gov/cdrom/lookup>”

² Monthly averages for 2017 fiscal year using the GDOT M.I.S. along with data provided by local transit staff.

Based on a review of all State, Federal, Civil Rights and Title VI mandates and requirements Putnam County Transit has met or exceeded expectations. The Putnam County Section 5311 Program has met most of the Department's Service Goals and Standards as well as the County's Service Goals and Standards. The passenger per mile ratio is low on some vehicles, but routes and schedules are reviewed regularly to address this operational service goal.

Quality of Service³

Total number of trips for month 1,663

Total number of minorities OWPTs⁴

Trips by trip purpose

Medical	136
Employment	226
Nutrition	211
Social/Recreational	226
Education	31
Shopping/Personal	833

Trips by trip purpose (minorities)

Medical	109
Employment	187
Nutrition	202
Social/Recreational	187
Education	20
Shopping/Personal	586

Transit Cost Analysis⁵

Cost per hour	\$19.08 per hour
Cost per OWPT	\$ 5.76 per OWPT
Cost per mile	\$ 1.03 per mile

³ Statistics from GDOT M.I.S., _____ 2016

⁴ Information is an average for a typical month, such as August 2016 estimated by Putnam County Personnel

Minority usage is for all purposes.

⁵ Information derived from 2017 calendar year using GDOT M.I.S. and financial records.

PUTNAM COUNTY BOARD OF COMMISSIONERS

59



DISTRICT ONE:
KELVIN IRVIN

DISTRICT TWO:
DANIEL W. BROWN

CHAIRMAN:
DR. STEPHEN HERSEY

DISTRICT THREE:
ALAN FOSTER

DISTRICT FOUR:
TREVOR J. ADDISON

November 21, 2017

Ms. Jamie Cochran, FAICP
Transit Programs Manager
Georgia Department of Transportation
600 W. Peachtree Street
Atlanta, GA 30308

Dear Ms. Cochran:

Putnam County Transit has three tablets upon RouteMatch Software three-year renewal term for a charge of \$79.00 per vehicle per month. The agreement contract was signed on July 8, 2016.

Thank you,

Dianne Pounds
Transit Director

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

PREFACE

Before the Federal Transit Administration (FTA or We) may award federal assistance for public transportation in the form of a federal grant, cooperative agreement, loan, line of credit, loan guarantee, master credit agreement, or State Infrastructure Bank (SIB) cooperative agreement certain pre-award Certifications and Assurances are required, except as FTA determines otherwise in writing. The Applicant must authorize a representative (Authorized Representative) to select and sign its Certifications and Assurances and bind the Applicant's compliance. You, as your Applicant's Authorized Representative, must select and sign all Certifications and Assurances that your Applicant must provide to support each application it submits to FTA for federal assistance during federal fiscal year (FY) 2017.

We request that you read each Certification and Assurance and select those that will apply to any application for which your Applicant might seek FTA assistance during FY 2017. As provided by federal laws, regulations, and requirements, FTA may award federal assistance only if the Applicant's Authorized Representative selects adequate Certifications and Assurances.

We have consolidated our Certifications and Assurances into twenty-three (23) Categories. At a minimum, you must select the Assurances in Category 01. If your Applicant requests more than \$100,000 in federal assistance, you must select the "Lobbying" Certification in Category 02, except if your Applicant is an Indian tribe, Indian organization, or an Indian tribal organization. Depending on the nature of your Applicant and the Award it seeks, you may also need to select one or more Certifications and Assurances in Categories 03 through 23. Instead of selecting individual Categories of Certifications and Assurances, however, you may make a single selection that will encompass all twenty-three (23) Categories of Certifications and Assurances that apply to our various programs.

FTA, the Applicant, and the Applicant's Authorized Representative, understand and agree that not every provision of these twenty-three (23) Categories of Certifications and Assurances will apply to every Applicant or every Award or Project included in an Award, even if you make a single selection encompassing all twenty-three (23) Categories. Nor will every provision of each Certification or Assurance within a single Category apply if that provision does not apply to your Applicant or the Award it seeks. The type of Applicant and its application will determine which Certifications and Assurances apply.

Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected that apply to its Award, itself, any Subrecipient, or any other Third Party Participant in its Award, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including,

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

but not limited to, obtaining sufficient documentation from each Subrecipient and any other Third Party Participant as necessary to assure your Applicant's compliance with the applicable Certifications and Assurances selected on its behalf.

Except as FTA determines otherwise in writing, if your Applicant is a team, consortium, joint venture, or partnership, it understands and agrees that you must identify the activities that each member will perform and the extent to which each member will be responsible for compliance with the selected Certifications and Assurances. You also must identify each member's role in the Award, whether as a Recipient, Subrecipient, Third Party Contractor, or other Third Party Participant.

It is important that you and your Applicant also understand that these Certifications and Assurances are pre-award requirements, generally imposed by federal law or regulation, and do not include all federal requirements that may apply to it or its Award. We expect you to submit your Applicant's FY 2017 Certifications and Assurances and its applications for federal assistance in FTA's electronic award and management system, currently the Transit Award Management System (TrAMS). You must be registered in TrAMS to submit your Applicant's FY 2017 Certifications and Assurances. TrAMS contains fields for selecting among the twenty-three (23) Categories of Certifications and Assurances and a designated field for selecting all twenty-three (23) Categories of Certifications and Assurances. If FTA agrees that you are unable to submit your Applicant's FY 2017 Certifications and Assurances electronically, you must submit the Signature Pages at the end of this document, as FTA directs, marked to show the Categories of Certifications and Assurances that you are submitting.

Be aware that these Certifications and Assurances have been prepared in light of:

- *The Fixing America's Surface Transportation (FAST) Act, Public Law No. 114-94, December 4, 2015, and other authorizing legislation to be enacted, and*
- *Appropriations Acts or Continuing Resolutions funding the U.S. Department of Transportation during Fiscal Year 2017.*

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

CATEGORY 01. REQUIRED CERTIFICATIONS AND ASSURANCES FOR EACH APPLICANT.

Before FTA may provide federal assistance for your Applicant's Award, you must select the Certifications and Assurances in Category 01 in addition to any other applicable Certifications and Assurances, except as FTA determines otherwise in writing.

Any provision of the Certifications and Assurances in Category 01 that does not apply will not be enforced.

01.A. Certifications and Assurances of Authority of the Applicant and Its Authorized Representative.

You certify and affirm that in signing these Certifications, Assurances, and Agreements, both you, as your Applicant's Authorized Representative, and your Applicant's attorney who is authorized to represent your Applicant in legal matters, may undertake the following activities on your Applicant's behalf, in compliance with applicable state, local, or Indian tribal laws, regulations, and requirements and your Applicant's by-laws or internal rules:

1. Execute and file its application for federal assistance,
2. Execute and file its Certifications, Assurances, Charter Service Agreement, and School Bus Agreement, as applicable, binding its compliance,
3. Execute its Grant Agreement, Cooperative Agreement, Loan, Loan Guarantee, Line of Credit, Master Credit Agreement, or State Infrastructure Bank (SIB) Cooperative Agreement for which the Applicant is seeking federal assistance from FTA,
4. Comply with applicable federal laws, regulations, and requirements, and
5. Follow applicable federal guidance.

01.B. Standard Assurances.

On behalf of your Applicant, you assure that it understands and agrees to the following:

1. It will comply with all applicable federal laws, regulations, and requirements in implementing its Award.
2. It is under a continuing obligation to comply with the terms and conditions of its Grant Agreement or Cooperative Agreement with FTA for each Award, including the FTA Master Agreement and other documents incorporated by reference and made part of its Grant Agreement or Cooperative Agreement, or latest amendment thereto.
3. It recognizes that federal laws, regulations, and requirements may be amended from time to time and those amendments may affect the implementation of its Award.
4. It understands that Presidential executive orders and federal guidance, including federal policies and program guidance, may be issued concerning matters affecting it or its Award.
5. It agrees that the most recent federal laws, regulations, requirements, and guidance will apply to its Award, except as FTA determines otherwise in writing.
6. Except as FTA determines otherwise in writing, it agrees that requirements for FTA programs may vary depending on the fiscal year for which the federal assistance for those programs was appropriated or made available.

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

01.C. Intergovernmental Review Assurance.

(This assurance in this Category 01.C does not apply to an Indian tribe, an Indian organization, or an Indian tribal organization that applies for federal assistance made available under 49 U.S.C. § 5311(c)(1), which authorizes FTA's Tribal Transit Programs.)

As required by U.S. Department of Transportation (U.S. DOT) regulations, "Intergovernmental Review of Department of Transportation Programs and Activities," 49 CFR part 17, on behalf of your Applicant, you assure that it has submitted or will submit each application for federal assistance to the appropriate state and local agencies for intergovernmental review.

01.D. Nondiscrimination Assurance.

On behalf of your Applicant, you assure that:

1. It will comply with the following laws, regulations, and requirements so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in, any U.S. DOT or FTA assisted program or activity (particularly in the level and quality of transportation services and transportation-related benefits) on the basis of race, color, national origin, religion, sex, disability, or age including:
 - a. Federal transit laws, specifically 49 U.S.C. § 5332 (prohibiting discrimination on the basis of race, color, religion, national origin, sex (including gender identity), disability, age, employment, or business opportunity),
 - b. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000d,
 - c. Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.* (prohibiting discrimination on the basis of race, color, religion, sex, (including gender identity and sexual orientation) or national origin),
 - d. Executive Order No. 11246, "Equal Employment Opportunity" September 24, 1965, 42 U.S.C. § 2000e note, as amended by any later Executive Order that amends or supersedes it in part and is applicable to federal assistance programs,
 - e. Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. § 1681 *et seq.*,
 - f. U.S. DOT regulations, "Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance," 49 C.F.R. part 25,
 - g. The Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794, *et seq.*,
 - h. The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 *et seq.*,
 - i. 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 CFR part 21,
 - j. U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and
 - k. Any other applicable federal statutes that may be signed into law, federal regulations that may be issued, or federal requirements that may be imposed.
2. It will comply with federal guidance implementing federal nondiscrimination laws, regulations, or requirements, except as FTA determines otherwise in writing.
3. As required by 49 CFR § 21.7:

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- a. It will comply with 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 in the manner that:
 - (1) It implements its Award,
 - (2) It undertakes property acquisitions, and
 - (3) It operates all parts of its facilities, as well as its facilities operated in connection with its Award.
- b. This assurance applies to its Award and to all parts of its facilities, as well as its facilities used to implement its Award.
- c. It will promptly take the necessary actions to carry out this assurance, including the following:
 - (1) Notifying the public that discrimination complaints about transportation-related services or benefits may be filed with U.S. DOT or FTA Headquarters Office of Civil Rights, and
 - (2) Submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request.
- d. If it transfers U.S. DOT or FTA assisted real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination:
 - (1) While the property is used for the purpose that the federal assistance is extended, or
 - (2) While the property is used for another purpose involving the provision of similar services or benefits.
- e. The United States has a right to seek judicial enforcement of any matter arising under:
 - (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
 - (2) U.S. DOT regulations, 49 CFR part 21, or
 - (3) This assurance.
- f. It will make any changes in its Title VI implementing procedures, as U.S. DOT or FTA may request, to comply with:
 - (1) Title VI of the Civil Rights Act, 42 U.S.C. § 2000d,
 - (2) U.S. DOT regulations, 49 CFR part 21, and
 - (3) Federal transit law, 49 U.S.C. § 5332.
- g. It will comply with applicable federal guidance issued to implement federal nondiscrimination requirements, except as FTA determines otherwise in writing.
- h. It will extend the requirements of 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 to each Third Party Participant, including any:
 - (1) Subrecipient,
 - (2) Transferee,
 - (3) Third Party Contractor or Subcontractor at any tier,
 - (4) Successor in Interest,
 - (5) Lessee, or
 - (6) Other Participant in its Award, except FTA and the Applicant (and later, the Recipient).
- i. It will include adequate provisions to extend the requirements of 49 U.S.C. § 5332, 42 U.S.C. § 2000d, and 49 CFR part 21 to each third party agreement, including each:
 - (1) Subagreement at any tier,
 - (2) Property transfer agreement,

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- (3) Third party contract or subcontract at any tier,
- (4) Lease, or
- (5) Participation agreement.
- j. The assurances you have made on your Applicant's behalf remain in effect as long as FTA determines appropriate, including, for example, as long as:
 - (1) Federal assistance is provided for its Award,
 - (2) Its property acquired or improved with federal assistance is used for a purpose for which the federal assistance is extended, or for a purpose involving similar services or benefits,
 - (3) It retains ownership or possession of its property acquired or improved with federal assistance provided for its Award, or
 - (4) FTA may otherwise determine in writing.
- 4. As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR § 27.9, and consistent with 49 U.S.C. § 5332, you assure that:
 - a. It will comply with the following prohibitions against discrimination on the basis of disability listed below in subsection 4.b of this Category 01.D Assurance, of which compliance is a condition of approval or extension of any FTA assistance awarded to:
 - (1) Construct any facility,
 - (2) Obtain any rolling stock or other equipment,
 - (3) Undertake studies,
 - (4) Conduct research, or
 - (5) Participate in any benefit or obtain any benefit from any FTA administered program.
 - b. In any program or activity receiving or benefiting from federal assistance that U.S. DOT administers, no qualified individual with a disability will, because of his or her disability, be:
 - (1) Excluded from participation,
 - (2) Denied benefits, or
 - (3) Otherwise subjected to discrimination.

01.E. Suspension and Debarment, Tax Liability, and Felony Convictions Certifications.

01.E.1 Suspension and Debarment.

On behalf of your Applicant, you certify that:

- a. It will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180.
- b. To the best of its knowledge and belief, that its Principals and Subrecipients at the first tier:
 - (1) Are eligible to participate in covered transactions of any federal department or agency and are not presently:
 - (a) Debarred,
 - (b) Suspended,

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- (c) Proposed for debarment,
 - (d) Declared ineligible,
 - (e) Voluntarily excluded, or
 - (f) Disqualified.
- (2) Within a three-year period preceding its latest application or proposal, its management has not been convicted of or had a civil judgment rendered against any of them for:
- (a) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction, or contract under a public transaction,
 - (b) Violation of any federal or state antitrust statute, or
 - (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property.
- (3) It is not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses listed in the preceding subsection 2.b of this Certification.
- (4) It has not had one or more public transactions (federal, state, or local) terminated for cause or default within a three-year period preceding this Certification.
- (5) If, at a later time, it receives any information that contradicts the preceding statements of subsections 2.a – 2.d of this Category 01.E Certification, it will promptly provide that information to FTA.
- (6) It will treat each lower tier contract or subcontract under its Award as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
- (a) Equals or exceeds \$25,000,
 - (b) Is for audit services, or
 - (c) Requires the consent of a federal official.
- (7) It will require that each covered lower tier contractor and subcontractor:
- (a) Comply and facilitate compliance with the federal requirements of 2 CFR parts 180 and 1200, and
 - (b) Assure that each lower tier participant in its Award is not presently declared by any federal department or agency to be:
 - 1 Debarred from participation in any federally assisted Award,
 - 2 Suspended from participation in any federally assisted Award,
 - 3 Proposed for debarment from participation in any federally assisted Award,
 - 4 Declared ineligible to participate in any federally assisted Award,
 - 5 Voluntarily excluded from participation in any federally assisted Award, or
 - 6 Disqualified from participation in any federally assisted Award.
- c. It will provide a written explanation if it or any of its principals, including any of its first tier Subrecipients or its Third Party Participants at a lower tier, is unable to certify compliance with the preceding statements in this Category 01.E.1 Certification.

01.E.2. Tax Liability.

If your Applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, on behalf of your Applicant, you certify that:

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- a. Your Applicant and its prospective Subrecipients have no unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.
- b. Your Applicant and its Subrecipients will follow applicable U.S. DOT guidance when issued.

01.E.3. Felony Convictions.

If your Applicant is a private corporation, partnership, trust, joint-stock company, sole proprietorship, or other business association, on behalf of your Applicant, you certify that:

- a. Your Applicant and its prospective Subrecipients have not been convicted of a felony criminal violation under any federal law within the preceding 24 months.
- b. Your Applicant and its Subrecipients will follow applicable U.S. DOT guidance when it is issued.

01.F. U.S. OMB Assurances in SF-424B and SF-424D.

The assurances in this Category 01.F are consistent with the U.S. OMB assurances required in the U.S. OMB SF-424B and SF-424D, and updated as necessary to reflect changes in federal laws, regulations, and requirements.

1. *Administrative Activities.* On behalf of your Applicant, you assure that:
 - a. For any application it submits for federal assistance, it has adequate resources to plan, manage, and properly complete the tasks to implement its Award, including:
 - (1) The legal authority to apply for federal assistance,
 - (2) The institutional capability,
 - (3) The managerial capability, and
 - (4) The financial capability (including funds sufficient to pay the non-federal share of the cost of incurred under its Award).
 - b. As required, it will give access and the right to examine materials related to its Award to the following entities or individuals, including, but not limited to:
 - (1) FTA,
 - (2) The Comptroller General of the United States, and
 - (3) The State, through an appropriate authorized representative.
 - c. It will establish a proper accounting system in accordance with generally accepted accounting standards or FTA guidance.
 - d. It will establish safeguards to prohibit employees from using their positions for a purpose that results in:
 - (1) A personal or organizational conflict of interest or personal gain, or
 - (2) An appearance of a personal or organizational conflict of interest or personal gain.
2. *Specifics of the Award.* On behalf of your Applicant, you assure that:
 - a. It will begin and complete work within the period of performance that applies following receipt of an FTA Award.
 - b. For FTA assisted construction Awards:

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- (1) It will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications,
 - (2) It will provide and maintain competent and adequate engineering supervision at the construction site to assure that the completed work conforms to the approved plans and specifications,
 - (3) It will include a covenant to assure nondiscrimination during the useful life of the real property financed under its Award in its title to that real property,
 - (4) To the extent FTA requires, it will record the federal interest in the title to FTA assisted real property or interests in real property, and
 - (5) It will not alter the site of the FTA assisted construction or facilities without permission or instructions from FTA by:
 - (a) Disposing of the underlying real property or other interest in the site and facilities,
 - (b) Modifying the use of the underlying real property or other interest in the site and facilities, or
 - (c) Changing the terms of the underlying real property title or other interest in the site and facilities.
- c. It will furnish progress reports and other information as FTA or the state may require.
3. *Statutory and Regulatory Requirements.* On behalf of your Applicant, you assure that:
- a. Your Applicant will comply with all federal laws, regulations, and requirements relating to nondiscrimination that apply, including, but not limited to:
 - (1) The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. § 2000d.
 - (2) The prohibitions against discrimination on the basis of sex, as provided in:
 - (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. §§ 1681 – 1683, and 1685 – 1687, and
 - (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR part 25.
 - (3) The prohibitions against discrimination on the basis of age in federally assisted programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. §§ 6101 – 6107.
 - (4) The prohibitions against discrimination on the basis of disability in federally assisted programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. § 794.
 - (5) The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. § 12101 .
 - (6) The prohibitions against discrimination in the sale, rental, or financing of housing, as provided in Title VIII of the Civil Rights Act, 42 U.S.C. § 3601 *et seq.*
 - (7) The prohibitions against discrimination on the basis of drug abuse, as provided in the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. § 1101 *et seq.*
 - (8) The prohibitions against discrimination on the basis of alcohol abuse, as provided in the Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, as amended, 42 U.S.C. § 4541 *et seq.*

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- (9) The confidentiality requirements for records of alcohol and drug abuse patients, as provided in the Public Health Service Act, as amended, 42 U.S.C. § 290dd – 290dd-2.
 - (10) The prohibitions against discrimination in employment as provided in Title VII of the Civil Rights Act of 1964, as amended, 42 U.S.C. § 2000e *et seq.*,
 - (11) The nondiscrimination provisions of any other statute(s) that may apply to its Award.
- b. As provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Relocation Act), 42 U.S.C. § 4601 *et seq.*, and 49 U.S.C. § 5323(b), regardless of whether federal assistance has been provided for any real property acquired or improved for purposes of its Award:
- (1) It will provide for fair and equitable treatment of any displaced persons or any persons whose property is acquired or improved as a result of federally assisted programs.
 - (2) It has the necessary legal authority under state and local laws, regulations, and requirements to comply with:
 - (a) The Uniform Relocation Act. 42 U.S.C. § 4601 *et seq.*, as specified by 42 U.S.C. §§ 4630 and 4655, and
 - (b) U.S. DOT regulations, “Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs,” 49 CFR part 24, specifically 49 CFR § 24.4.
 - (3) It has complied with or will comply with the Uniform Relocation Act and implementing U.S. DOT regulations because:
 - (a) It will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR part 24.
 - (b) As provided by 42 U.S.C. §§ 4622, 4623, and 4624, and 49 CFR part 24, if its Award results in displacement, it will provide fair and reasonable relocation payments and assistance to:
 - 1 Displaced families or individuals, and
 - 2 Displaced corporations, associations, or partnerships.
 - (c) As provided by 42 U.S.C. § 4625 and 49 CFR part 24, it will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such:
 - 1 Displaced families and individuals, and
 - 2 Displaced corporations, associations, or partnerships.
 - (d) As provided by 42 U.S.C. § 4625(c)(3), within a reasonable time before displacement, it will make available comparable replacement dwellings to families and individuals.
 - (e) It will do the following:
 - 1 Carry out the relocation process to provide displaced persons with uniform and consistent services, and
 - 2 Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin.
 - (f) It will be guided by the real property acquisition policies of 42 U.S.C. §§ 4651 and 4652.

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- (g) It will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. §§ 4653 and 4654, understanding that FTA will provide federal assistance for its eligible costs of providing payments for those expenses, as required by 42 U.S.C. § 4631.
 - (h) It will execute the necessary implementing amendments to FTA assisted third party contracts and subagreements.
 - (i) It will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances.
 - (j) It will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, related to its Award that involves relocation or land acquisition.
 - (k) It will provide in any affected document that these relocation and land acquisition provisions must supersede any conflicting provisions.
- c. It will comply with the Lead-Based Paint Poisoning Prevention Act, specifically 42 U.S.C. § 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures.
 - d. It will, to the extent applicable, comply with the protections for human subjects involved in research, development, and related activities supported by federal assistance of:
 - (1) The National Research Act, as amended, 42 U.S.C. § 289 *et seq.*, and
 - (2) U.S. DOT regulations, "Protection of Human Subjects," 49 CFR part 11.
 - e. It will, to the extent applicable, comply with the labor standards and protections for federally assisted Awards of:
 - (1) The Davis-Bacon Act, as amended, 40 U.S.C. §§ 3141 – 3144, 3146, and 3147,
 - (2) Sections 1 and 2 of the Copeland "Anti-Kickback" Act, as amended, 18 U.S.C. § 874, and 40 U.S.C. § 3145, respectively, and
 - (3) The Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. § 3701 *et seq.*
 - f. It will comply with any applicable environmental standards prescribed to implement federal laws and executive orders, including, but not limited to:
 - (1) Complying with the institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. §§ 4321 – 4335 and following Executive Order No. 11514, as amended, 42 U.S.C. § 4321 note.
 - (2) Following the notification of violating facilities provisions of Executive Order No. 11738, 42 U.S.C. § 7606 note.
 - (3) Following the protection of wetlands provisions of Executive Order No. 11990, 42 U.S.C. § 4321 note.
 - (4) Following the evaluation of flood hazards in the floodplains provisions of Executive Order No. 11988, May 24, 1977, 42 U.S.C. § 4321 note, and Executive Order No. 13690 "Establishing a Federal Flood Risk Management Standard and a Process for Further Soliciting and Considering Stakeholder Input, January 30, 2015.
 - (5) Complying with the assurance of consistency with the approved state management program developed pursuant to the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. §§ 1451 – 1465.

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- (6) Complying with the Conformity of Federal Actions to State (Clean Air) Implementation Plans requirements under section 176(c) of the Clean Air Act of 1970, as amended, 42 U.S.C. §§ 7401 – 7671q.
- (7) Complying with protections for underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. § 300f – 300j-6.
- (8) Complying with the protections for endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. §§ 1531 – 1544.
- (9) Complying with the environmental protections for federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, state, or local significance or any land from a historic site of national, state, or local significance to be used in a transportation Award, as required by 49 U.S.C. § 303 (also known as “Section 4F”).
- (10) Complying with the protections for national wild and scenic rivers systems, as required under the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. §§ 1271 – 1287.
- (11) Complying with and facilitating compliance with:
 - (a) Section 106 of the National Historic Preservation Act of 1966, as amended, 54 U.S.C. § 300108,
 - (b) The Archaeological and Historic Preservation Act of 1974, as amended, 54 U.S.C. § 312501 *et seq.*, and
 - (c) Executive Order No. 11593 (identification and protection of historic properties), 54 U.S.C. § 300101.
- g. To the extent applicable, it will comply with the following federal requirements for the care, handling, and treatment of warm-blooded animals held or used for research, teaching, or other activities supported with federal assistance:
 - (1) The Animal Welfare Act, as amended, 7 U.S.C. § 2131 *et seq.*, and
 - (2) U.S. Department of Agriculture regulations, “Animal Welfare,” 9 CFR subchapter A, parts 1, 2, 3, and 4.
- h. To the extent applicable, it will obtain a certificate of compliance with the seismic design and construction requirements of U.S. DOT regulations, “Seismic Safety,” 49 CFR part 41, specifically 49 CFR § 41.117(d), before accepting delivery of any FTA assisted buildings.
- i. It will comply with and assure that each of its Subrecipients located in special flood hazard areas will comply with section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. § 4012a(a), by:
 - (1) Participating in the federal flood insurance program, and
 - (2) Purchasing flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more.
- j. It will comply with:
 - (1) The Hatch Act, 5 U.S.C. §§ 1501 – 1508, 7324 – 7326, which limits the political activities of state and local agencies and their officers and employees whose primary employment activities are financed in whole or part with federal assistance, including a federal loan, grant agreement, or cooperative agreement, and
 - (2) 49 U.S.C. § 5323(l)(2) and 23 U.S.C. § 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation

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- system (or of any other agency or entity performing related functions) receiving federal assistance appropriated or made available under 49 U.S.C. chapter 53 and 23 U.S.C. § 142(a)(2) to whom the Hatch Act does not otherwise apply.
- k. It will perform the financial and compliance audits as required by the:
 - (1) Single Audit Act Amendments of 1996, 31 U.S.C. § 7501 *et seq.*,
 - (2) U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, and
 - (3) Most recent applicable U.S. OMB Compliance Supplement, 2 CFR part 200, appendix XI (previously known as the U.S. OMB Circular A-133 Compliance Supplement).
 - l. It will comply with all other federal laws, regulations, and requirements that apply.
 - m. It will follow federal guidance governing it and its Award, except as FTA has expressly approved otherwise in writing.

CATEGORY 02. LOBBYING.

Before FTA may provide federal assistance for a grant or cooperative agreement exceeding \$100,000 or a loan, line of credit, loan guarantee, or loan insurance exceeding \$150,000, you must select the Lobbying Certifications in Category 02, unless your Applicant is an Indian Tribe, Indian organization, or an Indian tribal organization exempt from the requirements of 31 U.S.C. § 1352, and/or except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 02 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. As required by 31 U.S.C. § 1352 and U.S. DOT regulations, "New Restrictions on Lobbying," specifically 49 CFR § 20.110:
 - a. The lobbying restrictions of this Certification apply to its requests:
 - (1) For \$100,000 or more in federal assistance for a grant or cooperative agreement, and
 - (2) For \$150,000 or more in federal assistance for a loan, line of credit, loan guarantee, or loan insurance, and
 - b. Your Certification on your Applicant's behalf applies to the lobbying activities of:
 - (1) The Applicant,
 - (2) Its Principals, and
 - (3) Its Subrecipients at the first tier.
2. To the best of your knowledge and belief:
 - a. No federal appropriated funds have been or will be paid by your Applicant or on its behalf to any person to influence or attempt to influence:
 - (1) An officer or employee of any federal agency regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance, or
 - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:

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- (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance.
- b. Your Applicant will submit a complete OMB Standard Form LLL (Rev. 7-97), "Disclosure of Lobbying Activities," consistent with the instructions on that form, if any funds other than federal appropriated funds have been or will be paid to any person to influence or attempt to influence:
 - (1) An officer or employee of any federal agency regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance, or
 - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
 - (a) Federal grant or cooperative agreement, or
 - (b) Federal loan, line of credit, loan guarantee, or loan insurance.
- c. Your Applicant will include the language of this Certification in its Award documents under a federal grant, cooperative agreement, loan, line of credit, or loan insurance including, but not limited to:
 - (1) Each third party contract,
 - (2) Each third party subcontract,
 - (3) Each subagreement, and
 - (4) Each third party agreement.
- 3. Your Applicant understands that:
 - a. This Certification is a material representation of fact that the Federal Government relies on, and
 - b. It must submit this Certification before the Federal Government may award federal assistance for a transaction covered by 31 U.S.C. § 1352, including a:
 - (1) Federal grant or cooperative agreement, or
 - (2) Federal loan, line of credit, loan guarantee, or loan insurance.
- 4. Your Applicant understands that any person who does not file a required Certification will incur a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

CATEGORY 03. PROCUREMENT AND PROCUREMENT SYSTEMS.

We request that you select the Procurement and Procurement Systems Certification in Category 03 on behalf of your Applicant, especially if your Applicant is a state, local, or Indian tribal government with a certified procurement system, as provided in 2 CFR § 200.324(c)(2), incorporated by reference in 2 CFR part 1201 or former 49 CFR § 18.36(g)(3)(ii).

Any provision of the Certification in Category 03 that does not apply will not be enforced.

On behalf of your Applicant, you certify that its procurements and its procurement system will comply with all federal laws, regulations, and requirements in accordance with applicable federal guidance, except as FTA has approved otherwise in writing.

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CATEGORY 04. PRIVATE SECTOR PROTECTIONS.

Before FTA may provide federal assistance for an Award that involves the acquisition of public transportation property or the operation of public transportation facilities or equipment, you must select the Private Property Protections Assurances in Category 04.A and enter into the Agreements in Category 04.B and Category 04.C on behalf of your Applicant, except as FTA determines otherwise in writing.

Any provision of the Assurances and Agreements in Category 04 that does not apply will not be enforced.

04.A. Private Property Protections.

If your Applicant is a state, local government, or Indian tribal government and seeks federal assistance from FTA to acquire the property of a private transit operator or operate public transportation in competition with or in addition to a public transportation operator, the Private Property Protections Assurances in Category 04.A apply to your Applicant, except as FTA determines otherwise in writing.

To facilitate FTA's ability to make the findings required by 49 U.S.C. § 5323(a)(1), on behalf of your Applicant, you assure that:

1. Your Applicant has or will have:
 - a. Determined that the federal assistance it has requested is essential to carrying out its Program of Projects as required by 49 U.S.C. §§ 5303, 5304, and 5306,
 - b. Provided for the participation of private companies engaged in public transportation to the maximum extent feasible, and
 - c. Paid just compensation under state or local laws to the company for any franchise or property acquired.
2. Your Applicant has completed the actions described in the preceding section 1 of this Category 04.A Certification before:
 - a. It acquires the property or an interest in the property of a private provider of public transportation, or
 - b. It operates public transportation equipment or facilities:
 - (1) In competition with transportation service provided by an existing public transportation operator, or
 - (2) In addition to transportation service provided by an existing public transportation operator.

04.B. Charter Service Agreement.

If your Applicant seeks federal assistance from FTA to acquire or operate transit facilities or equipment, the Charter Service Agreement in Category 04.B applies to your Applicant, except as FTA determines otherwise in writing.

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To comply with 49 U.S.C. § 5323(d) and (g) and FTA regulations, "Charter Service, 49 CFR part 604, specifically 49 CFR § 604.4, on behalf of your Applicant, you are entering into the following Charter Service Agreement:

1. FTA's "Charter Service" regulations apply as follows:
 - a. FTA's Charter Service regulations restrict transportation by charter service using facilities and equipment acquired or improved under an Award derived from:
 - (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. §§ 133 or 142, or
 - (3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
 - b. FTA's charter service restrictions extend to:
 - (1) Your Applicant, when it receives federal assistance appropriated or made available for:
 - (a) Federal transit laws, 49 U.S.C. chapter 53,
 - (b) 23 U.S.C. §§ 133 or 142, or
 - (c) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
 - (2) Any Third Party Participant that receives federal assistance derived from:
 - (a) Federal transit laws, 49 U.S.C. chapter 53,
 - (b) 23 U.S.C. §§ 133 or 142, or
 - (c) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
 - c. A Third Party Participant includes any:
 - (1) Subrecipient at any tier,
 - (2) Lessee,
 - (3) Third Party Contractor or Subcontractor at any tier, and
 - (4) Other Third Party Participant in its Award.
 - d. You and your Applicant agree that neither it nor any governmental authority or publicly owned operator that receives federal public transportation assistance appropriated or made available for its Award will engage in charter service operations, except as permitted under:
 - (1) Federal transit laws, specifically 49 U.S.C. § 5323(d) and (g),
 - (2) FTA regulations, "Charter Service," 49 CFR part 604, to the extent consistent with 49 U.S.C. § 5323(d) and (g),
 - (3) Any other federal Charter Service regulations, or
 - (4) Federal guidance, except as FTA determines otherwise in writing.
 - e. You and your Applicant agree that the latest Charter Service Agreement selected in its latest annual Certifications and Assurances is incorporated by reference and made part of the Underlying Agreement accompanying its Award of federal assistance from FTA.
 - f. You and your Applicant agree that:
 - (1) FTA may require corrective measures or impose remedies on it or any governmental authority or publicly owned operator that receives federal assistance from FTA that has demonstrated a pattern of violating of FTA's Charter Service regulations by:
 - (a) Conducting charter operations prohibited by federal transit laws and FTA's Charter Service regulations, or

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- (b) Otherwise violating its Charter Service Agreement selected in its latest annual Certifications and Assurances.
- (2) These corrective measures and remedies may include:
 - (a) Barring your Applicant or any Third Party Participant operating public transportation under its Award that has provided prohibited charter service from receiving federal assistance from FTA,
 - (b) Withholding an amount of federal assistance as provided by Appendix D to FTA's Charter Service regulations, or
 - (c) Any other appropriate remedy that may apply.
- 2. In addition to the exceptions to the restrictions in FTA's Charter Service regulations, FTA has established the following additional exceptions to those restrictions:
 - a. FTA's Charter Service restrictions do not apply to your Applicant if it seeks federal assistance appropriated or made available under 49 U.S.C. §§ 5307 or 5311 to be used for Job Access and Reverse Commute (JARC) activities that would have been eligible for assistance under former 49 U.S.C. § 5316 in effect in FY 2012 or a previous fiscal year, provided that it uses that federal assistance from FTA for those program purposes only.
 - b. FTA's Charter Service restrictions do not apply to your Applicant if it seeks federal assistance appropriated or made available under 49 U.S.C. § 5310 to be used for New Freedom activities that would have been eligible for assistance under former 49 U.S.C. § 5317 in effect in FY 2012 or a previous fiscal year, provided it uses that federal assistance from FTA for those program purposes only.
 - c. An Applicant for assistance under 49 U.S.C. chapter 53 will not be determined to have violated the FTA Charter Service regulations if that Recipient provides a private intercity or charter transportation operator reasonable access to that Recipient's federally assisted public transportation facilities, including intermodal facilities, park and ride lots, and bus-only highway lanes, as provided in 49 U.S.C. § 5323(r).

04.C. School Bus Agreement.

If your Applicant seeks federal assistance from FTA to acquire or operate transit facilities or equipment, the School Bus Agreement in Category 04.C applies to your Applicant, except as FTA determines otherwise in writing.

To comply with 49 U.S.C. § 5323(f) and (g) and FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. § 5323(f) and (g), your Applicant agrees to enter into the following School Bus Agreement:

- 1. FTA's "School Bus Operations" regulations at 49 CFR part 605 restricts school bus operations using facilities and equipment acquired or improved with federal assistance derived from:
 - a. Federal transit laws, 49 U.S.C. chapter 53,
 - b. 23 U.S.C. §§ 133 or 142, or
 - c. Any other Act that provides federal public transportation assistance, unless otherwise excepted.
- 2. FTA's school bus operations restrictions extend to:
 - a. Your Applicant, when it receives federal assistance appropriated or made available for:

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- (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. §§ 133 or 142, or
 - (3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
- b. Any Third Party Participant that receives federal assistance derived from:
- (1) Federal transit laws, 49 U.S.C. chapter 53,
 - (2) 23 U.S.C. §§ 133 or 142, or
 - (3) Any other Act that provides federal public transportation assistance, unless otherwise excepted.
3. A Third Party Participant includes any:
- a. Subrecipient at any tier,
 - b. Lessee,
 - c. Third Party Contractor or Subcontractor at any tier, and
 - d. Any other Third Party Participant in the Award.
4. You and your Applicant agree, and will obtain the agreement of any Third Party Participant, that it will not engage in school bus operations in competition with private operators of school buses, except as permitted under:
- a. Federal transit laws, specifically 49 U.S.C. § 5323(f) and (g),
 - b. FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. § 5323(f) and (g),
 - c. Any other federal School Bus regulations, or
 - d. Federal guidance, except as FTA determines otherwise in writing.
5. You and your Applicant agree that the latest School Bus Agreement selected on its behalf in FTA's latest annual Certifications and Assurances is incorporated by reference and made part of the Underlying Agreement accompanying its Award of federal assistance.
6. You and your Applicant agree that after it is a Recipient, if it or any Third Party Participant has violated this School Bus Agreement, FTA may:
- a. Bar your Applicant or Third Party Participant from receiving further federal assistance for public transportation, or
 - b. Require the Applicant or Third Party Participant to take such remedial measures as FTA considers appropriate.

CATEGORY 05. ROLLING STOCK REVIEWS AND BUS TESTING.

Before FTA may provide federal assistance for an Award to acquire rolling stock for use in revenue service or to acquire a new bus model, you must select the Rolling Stock Reviews and Bus Testing Certifications in Category 05, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 05 that does not apply will not be enforced.

05.A. Rolling Stock Reviews.

If your Applicant seeks federal assistance from FTA to acquire rolling stock for use in revenue service, the Rolling Stock Reviews Certifications in Category 05.A apply to your Applicant, except as FTA determines otherwise in writing.

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On behalf of your Applicant, you certify that, when procuring rolling stock for use in revenue service:

1. Your Applicant will comply with:
 - a. Federal transit laws, specifically 49 U.S.C. § 5323(m), and
 - b. FTA regulations, "Pre-Award and Post-Delivery Audits of Rolling Stock Purchases," 49 CFR part 663, and
2. As provided in 49 CFR § 663.7:
 - a. Your Applicant will conduct or cause to be conducted the required pre-award and post-delivery reviews of that rolling stock, and
 - b. It will maintain on file the Certifications required by 49 CFR part 663, subparts B, C, and D.

05.B. Bus Testing.

If your Applicant seeks federal assistance from FTA to acquire a new bus model, the Bus Testing Certifications in Category 05.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. FTA's bus testing requirements apply to all acquisitions of new buses and new bus models that require bus testing as defined in FTA's Bus Testing regulations, and it will comply with:
 - a. 49 U.S.C. § 5318, and
 - b. FTA regulations, "Bus Testing," 49 CFR part 665.
2. As required by 49 CFR § 665.7, when acquiring the first bus of any new bus model or a bus model with a major change in components or configuration, your Applicant will not spend any federal assistance appropriated under 49 U.S.C. chapter 53 to acquire that new bus or new bus model until:
 - a. That new bus or new bus model has been tested at FTA's bus testing facility, and
 - b. It has received a copy of the test report prepared for that new bus or new bus model.
3. It will ensure that the new bus or new bus model that is tested has met the performance standards consistent with those regulations, including the:
 - a. Performance standards for:
 - (1) Maintainability,
 - (2) Reliability,
 - (3) Performance (including braking performance),
 - (4) Structural integrity,
 - (5) Fuel economy,
 - (6) Emissions, and
 - (7) Noise, and
 - b. Minimum safety performance standards established under 49 U.S.C. § 5329, when issued.
4. After FTA regulations authorized by 49 U.S.C. § 5318(e)(2) are in effect, it will ensure that the new bus or new bus model that is tested has received a passing aggregate test score under the "Pass/Fail" standard established by regulation.

CATEGORY 06. DEMAND RESPONSIVE SERVICE.

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Before FTA may provide federal assistance to a public entity that operates demand responsive service for an Award to acquire a non-rail vehicle that is not accessible, you must select the Demand Responsive Service Certifications in Category 06, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 06 that does not apply will not be enforced.

As required by U.S. DOT regulations, "Transportation Services for Individuals with Disabilities (ADA)," 49 CFR part 37, specifically 49 CFR § 37.77(d), on behalf of your Applicant, you certify that:

1. Your Applicant offers public transportation services equivalent in level and quality of service to:
 - a. Individuals with disabilities, including individuals who use wheelchairs, and
 - b. Individuals without disabilities.
2. Viewed in its entirety, your Applicant's service for individuals with disabilities is:
 - a. Provided in the most integrated setting feasible, and
 - b. Equivalent to the service it offers individuals without disabilities with respect to:
 - (1) Response time,
 - (2) Fares,
 - (3) Geographic service area,
 - (4) Hours and days of service,
 - (5) Restrictions on priorities based on trip purpose,
 - (6) Availability of information and reservation capability, and
 - (7) Constraints on capacity or service availability.

CATEGORY 07. INTELLIGENT TRANSPORTATION SYSTEMS.

Before FTA may provide federal assistance for an Award in support of an Intelligent Transportation System (ITS), you must select the Intelligent Transportation Systems Assurances in Category 07, except as FTA determines otherwise in writing.

Any provision of the Assurances in Category 07 that does not apply will not be enforced.

On behalf of your Applicant, you and your Applicant:

1. Understand that, as used in this Assurance, the term Intelligent Transportation System is defined to include technologies or systems of technologies that provide or significantly contribute to the provision of one or more Intelligent Transportation System (ITS) user services as defined in the "National ITS Architecture."
2. Assure that, as provided in 23 U.S.C. § 517(d), any Award that includes an ITS or related activity financed with appropriations made available from the Highway Trust Fund, including amounts made available to deploy ITS facilities or equipment, will conform to the appropriate regional ITS architecture, applicable standards, and protocols developed under 23 U.S.C. § 517(a) or (c), unless it obtains a waiver as provided in 23 U.S.C. § 517(d)(2).

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CATEGORY 08. INTEREST AND FINANCING COSTS AND ACQUISITION OF CAPITAL ASSETS BY LEASE.

Before FTA may award federal assistance appropriated or made available under 49 U.S.C. chapter 53 to support the interest, financing, or leasing costs of any Award financed under the Urbanized Area Formula Grants Program, Fixed Guideway Capital Investment Grants Program, any program to which the requirements of 49 U.S.C. § 5307 apply, or any other program as FTA may specify, you must select the Certifications in Category 08, except as FTA may determine otherwise in writing.

Any provision of the Certifications and Assurances in Category 08 that does not apply will not be enforced.

08.A. Interest and Financing Costs.

If your Applicant intends to use federal assistance to support the interest or any other financing costs for an Award financed under the Urbanized Area Formula Grants Program, the Fixed Guideway Capital Investment Grants Program, the New Starts, Small Starts, and Core Capacity Programs, any program that must comply with the requirements of 49 U.S.C. § 5307, or any other program as FTA may specify, the Interest and Financing Costs Certifications in Category 08.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that:

1. It will not seek reimbursement for interest or any other financing costs unless:
 - a. It is eligible to receive federal assistance for those costs, and
 - b. Its records demonstrate that it has shown reasonable diligence in seeking the most favorable financing terms, as FTA may require.
2. It will comply with the same favorable financing cost provisions for Awards financed under:
 - a. The Urbanized Area Formula Grants Program,
 - b. A Full Funding Grant Agreement,
 - c. An Early Systems Work Agreement,
 - d. The Fixed Guideway Capital Investment Program financed by previous FTA enabling legislation,
 - e. Any program that must comply with the requirements of 49 U.S.C. § 5307, or
 - f. Any other program as FTA may specify.

08.B. Acquisition of Capital Assets by Lease.

If your Applicant seeks federal assistance from FTA to acquire capital assets (other than rolling stock or related equipment) through a lease, the Acquisition of Capital Assets by Lease Certifications and Assurances in Category 08.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, as required by FTA regulations, "Capital Leases," 49 CFR part 639, to the extent consistent with the FAST Act, if your Applicant

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acquires any capital asset (other than rolling stock or related equipment) through a lease financed with federal assistance appropriated or made available under 49 U.S.C. chapter 53, it will not enter into a capital lease for which FTA can provide only incremental federal assistance unless it has adequate financial resources to meet its future lease obligations if federal assistance is not available.

CATEGORY 09. TRANSIT ASSET MANAGEMENT PLAN, PUBLIC TRANSPORTATION AGENCY SAFETY PLAN, AND STATE SAFETY OVERSIGHT REQUIREMENTS.

Before FTA may provide federal assistance appropriated or made available under 49 U.S.C. chapter 53 to support an Award, you must select the Certifications in Category 09, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 09 that does not apply will not be enforced.

09.A. Transit Asset Management Plan.

If your Applicant applies for funding appropriated or made available for 49 U.S.C. chapter 53, the Transit Asset Management Certifications in Category 09.A apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it and each of its Subrecipients will:

1. Comply with FTA regulations, "Transit Asset Management," 49 CFR part 625, and
2. Follow federal guidance that will implement the regulations at 49 CFR part 625.

09.B. Public Transportation Safety Program.

If your Applicant applies for funding under 49 U.S.C. chapter 53 and it is a State, local government authority, or any other operator of a public transportation system, the particular provisions under the Public Transportation Safety Program in Category 09.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify that it will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

09.C. State Safety Oversight Requirements.

On behalf of your Applicant, depending on how far the Recipient has progressed in developing a State Safety Oversight program fully compliant with 49 U.S.C. § 5329(e) and FTA regulations, "State Safety Oversight," 49 C.F.R. part 674, your applicant certifies that it will comply as follows:

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1. States With a Fully Compliant Program. The Recipient agrees that FTA regulations, "State Safety Oversight," 49 C.F.R. part 674, will apply when its State Safety Oversight program is fully compliant with FTA's requirements, but
2. States Without a Fully Compliant Program. The Recipient agrees that FTA regulations, "Rail Fixed Guideway Systems; State Safety Oversight," 49 C.F.R. part 659, will continue to apply to those states that have not yet implemented a fully compliant Public Transportation Safety Program.

CATEGORY 10. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.

If your Applicant must comply with the alcohol and controlled substance testing requirements of 49 U.S.C. § 5331 and its implementing regulations, before FTA may provide federal assistance for an Award, you must select the Certifications in Category 10, except as FTA may determine otherwise in writing.

Any provision of the Certifications in Category 10 that does not apply will not be enforced.

As required by 49 U.S.C. § 5331, and FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," 49 CFR part 655, subpart I, specifically 49 CFR § 655.83, on behalf of your Applicant, including an Applicant that is a state, and on behalf of its Subrecipients and Third Party Contractors, you certify that:

1. Your Applicant, its Subrecipients, and Third Party Contractors to which these testing requirements apply have established and implemented:
 - a. An alcohol misuse testing program, and
 - b. A controlled substance testing program.
2. Your Applicant, its Subrecipients, and its Third Party Contractors to which these testing requirements apply have complied or will comply with all applicable requirements of 49 CFR part 655 to the extent those regulations are consistent with 49 U.S.C. § 5331.
3. Consistent with U.S. DOT Office of Drug and Alcohol Policy and Compliance Notice, issued October 22, 2009, if your Applicant, its Subrecipients, or its Third Party Contractors to which these testing requirements apply reside in a state that permits marijuana use for medical or recreational purposes, your Applicant, its Subrecipients, and its Third Party Contractors to which these testing requirements apply have complied or will comply with the federal controlled substance testing requirements of 49 CFR part 655.

CATEGORY 11. FIXED GUIDEWAY CAPITAL INVESTMENT GRANTS PROGRAM (NEW STARTS, SMALL STARTS, AND CORE CAPACITY IMPROVEMENT).

Before FTA may provide federal assistance for an Award financed under the New Starts, Small Starts, or Core Capacity Improvement Program authorized under 49 U.S.C. § 5309, you must select the Certifications in Category 11, except as FTA may determine otherwise in writing.

Any provision of the Certifications in Category 11 that does not apply will not be enforced.

Except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

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1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with its transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625,
4. It will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304, and
5. It will comply with FTA guidance, "Final Interim Policy Guidance, Federal Transit Administration Capital Investment Grant Program," June 2016.

CATEGORY 12. STATE OF GOOD REPAIR PROGRAM.

Before FTA may provide federal assistance for an Award financed under the State of Good Repair Program authorized under 49 U.S.C. § 5337, you must select the Certifications in Category 12, except as FTA determines otherwise in writing.

Any provision of the Assurance in Category 12 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award,
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award,
3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625, and
4. It will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

CATEGORY 13. GRANTS FOR BUSES AND BUS FACILITIES AND LOW OR NO EMISSION VEHICLE DEPLOYMENT GRANT PROGRAMS

Before FTA may provide federal assistance for an Award under the Buses and Bus Facilities Program authorized under 49 U.S.C. § 5339, as amended by the FAST Act, which authorizes grants for formula and competitive Bus and Bus Facilities Grants and Low or No Emission buses or an award under the Low or No Emission Vehicle Development Program authorized under former 49 U.S.C. § 5312(d)(5), you must select the Certifications in Category 13, except as FTA determines otherwise in writing.

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Any provision of the Certifications in Category 13 that does not apply will not be enforced.

13.A. Grants for Buses and Bus Facilities Program

The following Certifications for the Grants for Buses and Bus Facilities Program are required by 49 U.S.C. § 5339, as amended by the FAST Act, which provides that the requirements of 49 U.S.C. § 5307 shall apply to recipients of grants made in urbanized areas and the requirements of 49 U.S.C. § 5311 shall apply to recipients of grants made in rural areas. Therefore:

1. If your Applicant is in an urbanized area, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
 - c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
 - d. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5339 during non-peak hours for transportation, recipients in an urbanized area will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
 - (1) Any senior,
 - (2) Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
 - e. When carrying out a procurement under 49 U.S.C. § 5339, it will comply with:
 - (1) The applicable general provisions of 49 U.S.C. § 5323, and
 - (2) The applicable third party contract provisions of 49 U.S.C. § 5325.
 - f. It has complied with or will comply with 49 U.S.C. § 5307(b).
 - g. As required by 49 U.S.C. § 5307(d):
 - (1) It has or will have the amount of funds required for the non-federal share,
 - (2) It will provide the non-federal share from sources approved by FTA, and
 - (3) It will provide the non-federal share when needed.
 - h. It will comply with:
 - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - (2) The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

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- i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation service.
- j. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.
- 2. Except as FTA determines otherwise in writing, if your Applicant is in a rural area, you certify, on behalf of your Applicant, that:
 - a. It has or will have and require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. It has or will have and require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
 - c. It will maintain and require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
 - d. Its state program has provided for a fair distribution of federal assistance appropriated or made available under 49 U.S.C. § 5311(b) within the state to eligible entities, including Indian reservations.
 - e. Its program provides or will provide the maximum feasible coordination of federal assistance for public transportation service with transportation service financed by other federal sources.
 - f. Its Awards and Subawards in its Formula Grants for Rural Areas Program are included in:
 - (1) The statewide transportation improvement program, and
 - (2) To the extent applicable, a metropolitan transportation improvement program.
 - g. With respect to the non-federal share:
 - (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5311(g),
 - (2) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
 - (3) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
 - h. It may transfer a facility or equipment acquired or improved under its Award to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
 - (1) The Recipient possessing the facility or equipment consents to the transfer, and
 - (2) The facility or equipment will continue to be used as required under 49 U.S.C. § 5311.

13.B. Low or No Emission Vehicle Deployment.

If your Applicant seeks federal assistance from FTA for an Award financed under the Low or No Emission Vehicle Development Program authorized under former 49 U.S.C. § 5312(d)(5), the

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Certifications and Assurances in Category 13.B apply to your Applicant, except as FTA determines otherwise in writing.

Former section 5312(d)(5)(C)(i) of title 49, United States Code, requires the following Certifications for Low or No Emission Vehicle Deployment Program before awarding federal assistance appropriated or made available under MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify and assure that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with the Recipient's transit management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When using or involving a facility or equipment acquired or improved with federal assistance under former 49 U.S.C. § 5312(d)(5) during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour to the following individuals:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, a congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or who has semi-ambulatory capability) and is unable to use a public transportation service or a public transportation facility effectively without special facilities, special planning, or special design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
5. When carrying out a procurement under this Program, it will comply with:
 - a. The applicable general provisions of 49 U.S.C. § 5323, and
 - b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. It has complied with or will comply with 49 U.S.C. § 5307(b) because:
 - a. It has informed or will inform the public of the amounts of its federal assistance available under this Program,
 - b. It has developed or will develop, in consultation with interested parties including private transportation providers, its proposed Program of Projects for activities to be financed,
 - c. It has published or will publish its proposed Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Projects and its performance as an Applicant,
 - d. It has provided or will provide an opportunity for a public hearing to obtain the views of individuals on its proposed Program of Projects,
 - e. It has assured or will assure that its proposed Program of Projects provides for coordination of public transportation services assisted under 49 U.S.C. § 5336, as amended by the FAST Act, with federally assisted transportation services supported by other federal sources,

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- f. It has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
 - g. It has made or will make the final list of Projects for which an Award is sought available to the public.
7. With respect to the non-federal share:
 - a. It has or will have the amount of funds required for the non-federal share,
 - b. It will provide the non-federal share from sources approved by FTA, and
 - c. It will provide the non-federal share when needed.
 8. It will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - b. The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
 9. It has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation service.
 10. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 14. URBANIZED AREA FORMULA GRANTS PROGRAMS AND PASSENGER FERRY GRANT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Urbanized Area Formula Grants Program authorized under 49 U.S.C. § 5307, as amended by the FAST Act, which authorizes federal assistance for Job Access and Reverse Commute (JARC) activities, and the Passenger Ferry Grant Program authorized under 49 U.S.C. § 5307(h), you must select the Certifications in Category 14, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 14 that does not apply will not be enforced.

14.A. Urbanized Area Formula Grants Program under the FAST Act.

If your Applicant seeks federal assistance from FTA for an Award financed under the Urbanized Area Formula Grants Program authorized under 49 U.S.C. § 5307, as amended by the FAST Act, the Certifications in Category 14.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Urbanized Area Formula Grants Program under 49 U.S.C. § 5307, as amended by the FAST Act, are required by 49 U.S.C. § 5307(c)(1). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

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3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625,
4. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5307 during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
5. When carrying out a procurement under 49 U.S.C. § 5307, it will comply with:
 - a. The applicable general provisions of 49 U.S.C. § 5323, and
 - b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. It has complied with or will comply with 49 U.S.C. § 5307(b) because:
 - a. It has made or will make available to the public information on the amounts of federal assistance available to it under 49 U.S.C. § 5307,
 - b. It has developed or will develop, in consultation with interested parties including private transportation providers, its proposed Program of Projects for activities for which federal assistance is sought,
 - c. It has published or will publish its proposed Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on its proposed Program of Projects and its performance as an Applicant or Recipient,
 - d. It has provided or will provide an opportunity for a public hearing to obtain the views of individuals on its proposed Program of Projects,
 - e. It has ensured or will ensure that its proposed Program of Projects provides for coordination of transportation services financed by FTA under 49 U.S.C. § 5336, as amended by the FAST Act, with transportation services supported by other Federal Government sources,
 - f. It has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
 - g. It has made or will make its final Program of Projects available to the public.
7. As required by 49 U.S.C. § 5307(d):
 - a. It has or will have the amount of funds required for the non-federal share,
 - b. It will provide the non-federal share from sources approved by FTA, and
 - c. It will provide the non-federal share when needed.
8. As required by 49 U.S.C. § 5307(c)(1)(H), it will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and

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- b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.
- 9. As required by 49 U.S.C. § 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation.
- 10. Each fiscal year:
 - a. It will assure that at least one (1) percent of the amount of federal assistance under 49 U.S.C. § 5307 apportioned to its urbanized area must be expended for Public Transportation Security activities as described in 49 U.S.C. § 5307(c)(1)(J)(i) including:
 - (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
 - (2) Increased camera surveillance of an area in or adjacent to that system,
 - (3) Emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
 - (4) Any other activity intended to increase the security and safety of an existing or planned public transportation system, or
 - b. The Designated Recipients in its urbanized area certify that such expenditures for Public Transportation Security activities are not necessary.
- 11. If it serves an urbanized area with a population of at least 200,000 individuals, as determined by the Bureau of the Census:
 - a. It will provide a report by the end of the fourth quarter of the preceding federal fiscal year that lists projects carried out in the preceding fiscal year under this section for associated transit improvements as defined in 49 U.S.C. § 5302, and
 - b. The report of its Associated Transit Improvements or related activities is or will be incorporated by reference and made part of its Certifications and Assurances.
- 12. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

14.B. Passenger Ferry Grant Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Passenger Ferry Grant Program authorized under 49 U.S.C. § 5307(h), as amended by the FAST Act, the Certifications in Category 14.B apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications for the Passenger Ferry Grant Program are required by 49 U.S.C. § 5307(c)(1) or (h). Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

- 1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
- 2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.

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3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When using or involving a facility or equipment acquired or improved with federal assistance under 49 U.S.C. § 5307(h) during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
 - a. Any senior,
 - b. Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - c. Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - d. Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
5. When carrying out a procurement under 49 U.S.C. § 5307(h), it will comply with:
 - a. The applicable general provisions of 49 U.S.C. § 5323, and
 - b. The applicable third party contract provisions of 49 U.S.C. § 5325.
6. As required by 49 U.S.C. § 5307(d):
 - a. It has or will have the amount of funds required for the non-federal share,
 - b. It will provide the non-federal share from sources approved by FTA, and
 - c. It will provide the non-federal share when needed.
7. As required by 49 U.S.C. § 5307(c)(1)(H), it will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.
8. As required by 49 U.S.C. § 5307(c)(1)(I), it has a locally developed process to solicit and consider public comment before:
 - a. Raising a fare, or
 - b. Implementing a major reduction of public transportation service.
9. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 15. ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAMS.

Before FTA may provide federal assistance for an Award financed under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program authorized under 49 U.S.C. § 5310, as amended by the FAST Act, or the Pilot Program for Innovated Access and Mobility under Section 3006(b) of the FAST Act, you must select the Certifications in Category 15, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 15 that does not apply will not be enforced.

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1. The following Certifications for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program are required by 49 U.S.C. § 5310. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. Each Subrecipient is:
 - (1) A private nonprofit organization, or
 - (2) A state or local governmental authority that:
 - (a) Is approved by a state to coordinate services for seniors and individuals with disabilities, or
 - (b) Certifies that there are no private nonprofit organizations readily available in the area to provide the services authorized for support under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program.
 - b. Your Applicant will comply with the following selection and planning requirements:
 - (1) The Projects it has selected or will select for an Award or Subaward of federal assistance appropriated or made available under 49 U.S.C. § 5310 are included in a public transit-human services transportation plan that has been:
 - (a) Locally developed, and
 - (b) Coordinated.
 - (2) The public transit-human services transportation plan was developed and approved through a process that included participation by:
 - (a) Seniors,
 - (b) Individuals with disabilities,
 - (c) Representatives of public, private, and nonprofit transportation providers,
 - (d) Representatives of public, private, and nonprofit human services providers, and
 - (e) Other members of the public.
 - (3) Within its Award, the Projects selected to receive federal assistance will assist in providing transportation services for seniors and individuals with disabilities are included in its Program of Projects submitted to FTA annually.
 - (4) To the maximum extent feasible, the services financed by 49 U.S.C. § 5310 will be coordinated with transportation services financed by other federal departments and agencies, including any transportation activities carried out by a recipient of federal assistance from the Department of Health and Human Services.
 - c. As required by 49 U.S.C. § 5310(e)(2)(B), it certifies that if it allocates federal assistance received under 49 U.S.C. § 5310 to any Subrecipient, it will have allocated that federal assistance on a fair and equitable basis.
 - d. It will not transfer a facility or equipment acquired or improved with federal assistance appropriated or made available for a grant under 49 U.S.C. § 5310 to any other recipient eligible to receive assistance under 49 U.S.C. chapter 53, unless:
 - (1) The recipient possessing the facility or equipment consents to the transfer, and
 - (2) The facility or equipment will continue to be used as required under 49 U.S.C. § 5310.
 - e. As required by 49 U.S.C. § 5310(b)(2), it will use at least fifty-five (55) percent of the federal assistance it receives for Capital Projects to meet the special needs of seniors and individuals with disabilities.

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- f. The requirements of 49 U.S.C. § 5307, as determined by FTA, will apply to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program authorized by 49 U.S.C. § 5310.
- 2. FTA has determined that certain requirements of 49 U.S.C. § 5307 are appropriate for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, some of which require Certifications. Therefore, as specified under 49 U.S.C. § 5307(c)(1), your Applicant certifies that:
 - a. It has or will have and will require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. It has or will have and will require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award or Subaward.
 - c. It will maintain and will require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award or Subaward, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
 - d. When carrying out a procurement under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, it will require each Subrecipient to comply with:
 - (1) The applicable general provisions of 49 U.S.C. § 5323, and
 - (2) The applicable third party contract provisions of 49 U.S.C. § 5325.
 - e. With respect to the non-federal share:
 - (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5310,
 - (2) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and
 - (3) It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
 - f. It has complied or will comply and will require each Subrecipient to comply with:
 - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - (2) The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.
- g. To the extent applicable, it will and will require its Subrecipients to comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

CATEGORY 16. RURAL AREAS AND APPALACHIAN DEVELOPMENT PROGRAMS.

Before FTA may provide federal assistance for an Award financed under the Formula Grants for Rural Areas Program authorized under 49 U.S.C. § 5311(b), as amended by FAST Act, and the Appalachian Development Public Transportation Assistance Program authorized under

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49 U.S.C. § 5311(c)(2), as amended by FAST, you must select the Certifications in Category 16, except as FTA determines otherwise in writing.

Any provision of the Certifications and Assurances in Category 16 that does not apply will not be enforced.

16.A. Formula Grants for Rural Areas Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Formula Grants for Rural Areas Program authorized under 49 U.S.C. § 5311, as amended by FAST Act, the Certifications in Category 16.A apply to your Applicant, except as FTA determines otherwise in writing.

The following Certifications apply to each state or state organization serving as your Applicant for federal assistance appropriated or made available for the Rural Areas Formula Program financed under 49 U.S.C. § 5311(b), as amended by FAST Act. On its behalf, you certify and assure that:

1. It has or will have and require each Subrecipient to have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have and require each Subrecipient to have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain and require each Subrecipient to maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. It will and will require each Subrecipient to comply with applicable regulations and guidance that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.
5. Its state program has provided for a fair distribution of federal assistance appropriated or made available under 49 U.S.C. § 5311(b) within the state to eligible entities, including Indian reservations.
6. Its program provides or will provide the maximum feasible coordination of federal assistance for public transportation service authorized by 49 U.S.C. § 5311(b) with transportation service financed by other federal sources.
7. Its Awards and Subawards in its Formula Grants for Rural Areas Program are included in:
 - a. The statewide transportation improvement program, and
 - b. To the extent applicable, a metropolitan transportation improvement program.
8. With respect to the non-federal share:
 - a. It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by former 49 U.S.C. § 5311(g),
 - b. It will provide and, as necessary, will require each Subrecipient to provide the non-federal share from sources approved by FTA, and

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- c. It will provide and, as necessary, will require each Subrecipient to provide the non-federal share when needed.
- 9. It may transfer a facility or equipment acquired or improved under its Award to any other Recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
 - a. The Recipient possessing the facility or equipment consents to the transfer, and
 - b. The facility or equipment will continue to be used as required under 49 U.S.C. § 5311.
- 10. Each fiscal year:
 - a. It will spend at least fifteen (15) percent of its federal assistance authorized under 49 U.S.C. § 5311 and available that fiscal year for eligible activities to develop and support intercity bus transportation within the state including:
 - (1) Planning and marketing for intercity bus transportation,
 - (2) Capital grants for intercity bus facilities,
 - (3) Joint-use facilities,
 - (4) Operating grants through purchase-of-service agreements, user-side subsidies, and demonstration projects, and
 - (5) Coordinating rural connections between small public transportation operations and intercity bus carriers, or
 - b. It will provide to FTA a Certification from the governor of the state that:
 - (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the state, and
 - (2) The state's intercity bus service needs are being met adequately.

16.B. Appalachian Development Public Transportation Assistance Program.

If your Applicant seeks federal assistance from FTA for an Award financed under the Appalachian Development Public Transportation Assistance Program authorized under 49 U.S.C. § 5311(c)(2), the Certifications in Category 16.B apply to your Applicant, except as FTA determines otherwise in writing.

On behalf of your Applicant, you certify and assure that, if it is unable to use its federal assistance made available or appropriated for public transportation operating assistance, in accordance with 49 U.S.C. § 5311(c)(2)(D), it may use the federal assistance for a Highway Project only after:

1. It provides notice and an opportunity for comment and appeal to affected public transportation providers,
2. It approves such use in writing, and
3. In approving the use, it determines that local transit needs are being addressed.
4. It complies or will comply, to the extent applicable, with the recipient's transit asset management plan consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625, and
5. It complies or will comply, to the extent applicable, with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

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CATEGORY 17. TRIBAL TRANSIT PROGRAMS (PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS PROGRAMS).

Before FTA may provide federal assistance for an Award financed under either the Public Transportation on Indian Reservations Formula or Discretionary Program authorized under 49 U.S.C. § 5311(c)(1), as amended by the FAST Act, (Tribal Transit Programs), you must select the Certifications in Category 17, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 17 that does not apply will not be enforced.

FTA has established terms and conditions for Tribal Transit Program grants financed with federal assistance appropriated or made available under 49 U.S.C. § 5311(c)(1). On behalf of your Applicant, you certify and assure that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.4. Its Award will achieve maximum feasible coordination with transportation service financed by other federal sources.
4. With respect to its procurement system:
 - a. It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 1201, which incorporates by reference U.S. OMB regulatory guidance, "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards," 2 CFR part 200, for Awards made on or after December 26, 2014,
 - b. It will have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR part 18, specifically former 49 CFR § 18.36, for Awards made before December 26, 2014, or
 - c. It will inform FTA promptly if its procurement system does not comply with either of those U.S. DOT regulations.
5. It will comply with the Certifications, Assurances, and Agreements in:
 - a. Category 03.B and 03.C (Charter Service Agreement and School Bus Agreement),
 - b. Category 05.B (Bus Testing),
 - c. Category 06 (Demand Responsive Service),
 - d. Category 07 (Intelligent Transportation Systems), and
 - e. Category 10 (Alcohol and Controlled Substances Testing).

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CATEGORY 18. STATE SAFETY OVERSIGHT GRANT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the State Safety Oversight Grant Program authorized under 49 U.S.C. § 5329(e)(6), you must select the Certifications in Category 18, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 18 that does not apply will not be enforced.

On behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with the Recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. When carrying out a procurement under its Award, it will comply with:
 - a. The applicable general provisions of 49 U.S.C. § 5323, and
 - b. The applicable third party contract provisions of 49 U.S.C. § 5325.
5. As required by 49 U.S.C. § 5329(e)(6)(C):
 - a. It has or will have the amount of funds required for the non-federal share,
 - b. It will provide the non-federal share only from sources approved by FTA, and will not be met by:
 - (1) Any federal assistance,
 - (2) Any funds received from a public transportation agency, or
 - (3) Any revenues earned by a public transportation agency, and
 - c. Will provide the non-federal share when needed.
6. Depending on how far the Recipient has progressed in developing a State Safety Oversight program fully compliant with 49 C.F.R. part 674, the following FTA regulations will apply:
 - a. States With a Fully Compliant Program. The Recipient agrees that FTA regulations, "State Safety Oversight," 49 C.F.R. part 674, will apply when its State Safety Oversight program is fully compliant with FTA's requirements;
 - b. States Without a Fully Compliant Program. The Recipient agrees that FTA regulations, "Rail Fixed Guideway Systems; State Safety Oversight," 49 C.F.R. part 659, will continue to apply to those states that have not yet implemented a fully compliant Public Transportation Safety Program.

CATEGORY 19. PUBLIC TRANSPORTATION EMERGENCY RELIEF PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Public Transportation Emergency Relief Program authorized under 49 U.S.C. § 5324, you must select the Certifications in Category 19, except as FTA determines otherwise in writing.

Any provision of the Assurance in Category 19 that does not apply will not be enforced.

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As required by 49 U.S.C. § 5324(d), on behalf of your Applicant, you assure that it will:

1. Comply with the requirements of the Certifications and Assurances as FTA determines will apply to an Applicant for federal assistance appropriated or made available for the Public Transportation Emergency Relief Program, and
2. Comply with FTA regulations, "Emergency Relief," 49 C.F.R. part 602.

CATEGORY 20. EXPEDITED PROJECT DELIVERY PILOT PROGRAM.

Before FTA may provide federal assistance for an Award financed under the Expedited Project Delivery Pilot Program authorized under section 3005(b) of the FAST Act, you must select the Certifications in Category 20, except as FTA determines otherwise in writing.

To the extent that any Certification in Category 20 does not apply, it will not be enforced.

As required by section 3005(b)(3)(B) of the FAST Act, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
2. It has or will have satisfactory continuing control over the use of its equipment and facilities acquired or improved under its Award.
3. It will maintain its equipment and facilities acquired or improved under its Award in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
4. It will comply with:
 - a. The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - b. The statewide and nonmetropolitan transportation planning requirements of 49 U.S.C. § 5304.

CATEGORY 21. INFRASTRUCTURE FINANCE PROGRAMS.

Before FTA may provide credit assistance for an Award that also is or will be financed under the Transportation Infrastructure Finance and Innovation Act (TIFIA) Program authorized under 23 U.S.C. §§ 601 – 609, or the State Infrastructure Banks (SIB) Program authorized under 23 U.S.C. § 610, you must select the Certifications in Category 21.

If the Applicant does not receive credit assistance under the TIFIA or SIB programs, the Certifications and Assurances in Category 21 will not be enforced.

21.A. Transportation Infrastructure Finance and Innovation Act (TIFIA) Program.

If your Applicant seeks federal assistance from FTA for an Award that also is or will be financed under the TIFIA Program authorized under 23 U.S.C. §§ 601 – 609 the Certifications and Assurances in Category 21.A apply to your Applicant. In administering this Program, the FAST Act cross-cutting requirements supersede inconsistent former requirements.

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On behalf of your Applicant, you certify and assure, as required by 49 U.S.C. § 5323(o), that federal transit laws, specifically 49 U.S.C. § 5307, 49 U.S.C. § 5309, and 49 U.S.C. § 5337, apply to any Project under 49 U.S.C. chapter 53 that receives TIFIA credit assistance under 23 U.S.C. §§ 601 – 609.

1. To comply with 49 U.S.C. §5307, specifically 49 U.S.C. § 5307(c)(1), on your Applicant's behalf, you certify that:
 - a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
 - c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
 - d. For transportation during non-peak hours and using or involving a facility or equipment of an Award financed using 49 U.S.C. § 5307 funds, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
 - (1) Any senior,
 - (2) Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
 - e. When carrying out a TIFIA-financed procurement, the Applicant will comply with:
 - (1) The applicable provisions of 49 U.S.C. § 5323, and
 - (2) The applicable provisions of 49 U.S.C. § 5325.
 - f. It has complied with or will comply with 49 U.S.C. § 5307(b).
 - g. (1) It has or will have no more than 80 percent of the Total Award Budget as the sum of all federal grants and any TIFIA-financed awards,
 - (2) It will provide the non-federal share from sources approved by FTA, and
 - (3) It will provide the non-federal share when needed.
 - h. It will comply with:
 - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - (2) The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
 - i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation.
 - j. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of 49 U.S.C. § 5329(b)-(d), except as FTA determines otherwise in writing.

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

2. To comply with the interest and financing costs restrictions of 49 U.S.C. chapter 53, it agrees that it will not seek reimbursement for interest or any other financing costs incurred in connection with its Award that must be in compliance with those requirements unless:
 - a. It is eligible to receive federal assistance for those expenses, and
 - b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.
3. It will comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*).
4. Pursuant to the National Environmental Policy Act of 1969 (NEPA), 42 U.S.C. § 5321 *et seq.*, the Project will qualify for an environmental categorical exclusion or receive a finding of no significant impact or a record of decision under NEPA before the Applicant undertakes activities for which it expects to receive federal assistance.
5. It agrees that it will adopt a transit asset management plan that complies with regulations implementing 49 U.S.C. § 5326(d).

21.B. State Infrastructure Banks (SIB) Program.

If your Applicant is a state and seeks federal assistance from FTA for a project that also is or will be financed under the SIB Program authorized under 23 U.S.C. § 610, the Certifications and Assurances in Category 21.B apply to your state and its Award, except as the Secretary determines in writing. In administering this Program, the FAST Act cross-cutting requirements supersede inconsistent former requirements.

On behalf of the state Applicant for federal assistance for its SIB Program, you certify and assure that:

1. It will comply with the following applicable federal laws establishing the various SIB Programs since 1995:
 - a. 23 U.S.C. § 610,
 - b. Section 1511 of TEA-21, 23 U.S.C. § 181 note, or
 - c. Section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. § 181.
2. It will comply with or follow the Grant Agreement between it and FTA that provides federal assistance to the SIB, including the FTA Master Agreement, which is incorporated by reference into the Grant Agreement, except that, unless FTA determines otherwise in writing, a provision of the FTA Master Agreement incorporated by reference into that Grant Agreement will not apply if it conflicts with any provision of:
 - a. 23 U.S.C. § 610, as amended by the FAST Act,
 - b. 23 U.S.C. § 610 or its predecessor before the FAST Act was signed into law,
 - c. Section 1511 of TEA-21, 23 U.S.C. § 181 note, or section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. § 181 note,
 - d. Federal guidance pertaining to the SIB Program,
 - e. The SIB Cooperative Agreement establishing the state's SIB Program,
 - f. The Grant Agreement with FTA.
3. As required by 49 U.S.C. § 5323(o), federal transit laws, specifically 49 U.S.C. § 5307, 49 U.S.C. § 5309, and 49 U.S.C. § 5337, as amended by the FAST Act, apply to any Award

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

- under 49 U.S.C. chapter 53 that receives SIB support or financing under title 23, United States Code.
4. As required by 49 U.S.C. § 5323(o) and 49 U.S.C. § 5307(c)(1):
 - a. It has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. It has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
 - c. It will maintain its equipment and facilities acquired or improved under its Award, in accordance with the recipient's transit asset management plan and consistent with FTA regulations, "Transit Asset Management," 49 CFR part 625.
 - d. When using or involving a facility or equipment acquired or improved with federal assistance under a SIB-financed Award during non-peak hours for transportation, it will charge a fare not exceeding fifty (50) percent of the peak hour fare to the following individuals:
 - (1) Any senior,
 - (2) Any individual who, because of illness, injury, age, congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), is unable to use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
 - (3) Any individual presenting a Medicare card issued to that individual under title II of the Social Security Act (42 U.S.C. § 401 *et seq.*), and
 - (4) Any individual presenting a Medicare card issued to that individual under title XVIII of the Social Security Act (42 U.S.C. § 1395 *et seq.*).
 - e. When carrying out a procurement under a SIB-financed Award, it will comply with:
 - (1) The applicable general provisions of 49 U.S.C. § 5323, and
 - (2) The applicable third party contract provisions of 49 U.S.C. § 5325.
 - f. It has complied with or will comply with 49 U.S.C. § 5307(b).
 - g. It has or will have or provide:
 - (1) The amount of funds required for the non-federal share by the SIB Program, but not less than twenty-five (25) percent of each capitalization grant,
 - (2) The non-federal share from sources approved by FTA, and
 - (3) The non-federal share when needed.
 - h. It will comply with:
 - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - (2) The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
 - i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation.
 - j. It will comply with applicable regulations, guidance, and directives that implement the Public Transportation Safety Program provisions of § 5329(b)-(d), except as FTA determines otherwise in writing.
 5. As required by 49 U.S.C. chapter 53, it certifies that it will not seek reimbursement for interest or any other financing costs incurred in connection with its Award unless:
 - a. It is eligible to receive federal assistance for those expenses, and

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

- b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, as FTA may require.
- 6. It agrees that it will adopt a transit asset management plan that complies with FTA regulations, "Transit Asset Management," 49 CFR part 625.

CATEGORY 22. PAUL S. SARBANES TRANSIT IN PARKS PROGRAM

Before FTA may provide federal assistance for an Award financed under the Paul S. Sarbanes Transit in Parks Program authorized under former 49 U.S.C. § 5320, in effect in FY 2012 or a previous fiscal year, except as superseded by FAST Act requirements, you must select the Certifications in Category 22, except as FTA determines otherwise in writing.

Any provision of the Certifications and Assurances in Category 22 that does not apply will not be enforced.

1. Except as superseded by the FAST Act cross-cutting requirements, the following Certifications and Assurances for the Paul S. Sarbanes Transit in Parks Program (Parks Program) are required by former 49 U.S.C. § 5320, in effect in FY 2012 or a previous fiscal year. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
 - a. It will consult with the appropriate federal land management agency during the planning process, and
 - b. The requirements of former 49 U.S.C. § 5307, as determined by FTA, will apply to the Parks Program authorized by former 49 U.S.C. § 5320.
2. FTA has determined certain requirements of former 49 U.S.C. § 5307 to be appropriate for the Parks Program, of which some require Certifications. Therefore, as specified under former 49 U.S.C. § 5307(d)(1), except as superseded by the FAST Act cross-cutting requirements that apply, you certify that your Applicant:
 - a. Has or will have the legal, financial, and technical capacity to carry out its Award, including the safety and security aspects of that Award.
 - b. Has or will have satisfactory continuing control over the use of equipment and facilities acquired or improved under its Award.
 - c. Will maintain its equipment and facilities acquired or improved under its Award.
 - d. When carrying out a procurement under former 49 U.S.C. § 5320, it will comply and will require each Subrecipient to comply with the following provisions:
 - (1) Competitive procurement (as defined or approved by FTA) requirements of 49 U.S.C. § 5325(a),
 - (2) The prohibition against exclusionary or discriminatory specifications in its procurements under 49 U.S.C. § 5323(h),
 - (3) "Buy America" requirements under 49 U.S.C. § 5323(j), as amended by the FAST Act, and FTA regulations, "Buy America Requirements," 49 CFR part 661,
 - (4) Applicable pre-award and post-delivery requirements of 49 U.S.C. § 5323(m),
 - (5) Applicable railcar option restrictions of 49 U.S.C. § 5325(e), and
 - (6) "Veterans Preference/Employment" requirements under 49 U.S.C. § 5325(k).
 - e. It will comply with other applicable requirements under 49 U.S.C. § 5323 and § 5325.

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

- f. It has complied or will comply with the requirements of former 49 U.S.C. § 5307(c), and specifically:
 - (1) It has made or will make available to the public information on the amounts available for the Parks Program, former 49 U.S.C. § 5320, and the Projects it proposes to implement under its Award,
 - (2) It has developed or will develop, in consultation with interested parties including private transportation providers, Projects to be financed under its Award,
 - (3) It has published or will publish a list of proposed Projects in a way that affected citizens, private transportation providers, and local elected officials have the opportunity to examine the proposed Projects and submit comments on the proposed Projects and its performance,
 - (4) It has provided or will provide an opportunity for a public hearing to obtain the views of citizens on the proposed Projects,
 - (5) It has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
 - (6) It has made or will make the final list of Projects for which an Award is sought available to the public.
- g. With respect to the non-federal share:
 - (1) It has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the non-federal share, as required by 49 U.S.C. § 5320,
 - (2) It will provide the non-federal share from sources approved by FTA, and
 - (3) It will provide the non-federal share when needed.
- h. It has complied or will comply with and will require each Subrecipient to comply with:
 - (1) The metropolitan transportation planning requirements of 49 U.S.C. § 5303, and
 - (2) The statewide and nonmetropolitan planning requirements of 49 U.S.C. § 5304.
- i. It has a locally developed process to solicit and consider public comment before:
 - (1) Raising a fare, or
 - (2) Implementing a major reduction of public transportation.

CATEGORY 23. CONSTRUCTION HIRING PREFERENCES.

Before FTA may provide federal assistance for a third party contract for construction hiring financed under title 49 U.S.C. or title 23 U.S.C. using a geographic, economic, or any other hiring preference not otherwise authorized by federal law or regulation, you must select the Certifications in Category 23 on behalf of your Applicant, except as FTA determines otherwise in writing.

Any provision of the Certifications in Category 23 that does not apply will not be enforced.

As provided by section 192 of division L, title I of the Consolidated Appropriations Act, 2017, Public Law No. 114-113, on behalf of your Applicant, you certify that if, in connection with any third party contract for construction hiring financed under title 49 U.S.C. or title 23 U.S.C., it uses a geographic, economic, or any other hiring preference not otherwise authorized by law or prohibited under 2 CFR § 200.319(b):

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

1. Except with respect to apprentices or trainees, a pool of readily available but unemployed individuals possessing the knowledge, skill, and ability to perform the work that the third party contract requires resides in the jurisdiction where the work will be performed.,
2. It will include appropriate provisions in its bid document ensuring that its third party contractor(s) do not displace any of its existing employees in order to satisfy such hiring preference, and
3. That any increase in the cost of labor, training, or delays resulting from the use of such hiring preference does not delay or displace any transportation project in the applicable Statewide Transportation Improvement Program or Transportation Improvement Program.

Selection and Signature Page(s) follow.

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

**FEDERAL FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES FOR
FEDERAL TRANSIT ADMINISTRATION ASSISTANCE PROGRAMS**

(Signature pages alternative to providing Certifications and Assurances in TrAMS)

Name of Applicant: Putnam County

The Applicant agrees to comply with applicable provisions of (Categories 01 – 23.
OR

The Applicant agrees to comply with applicable provisions of the Categories it has selected:

<u>Category</u>	<u>Description</u>	
01.	Required Certifications and Assurances for Each Applicant.	_____
02.	Lobbying.	_____
03.	Procurement and Procurement Systems.	_____
04.	Private Sector Protections.	_____
05.	Rolling Stock Reviews and Bus Testing.	_____
06.	Demand Responsive Service.	_____
07.	Intelligent Transportation Systems.	_____
08.	Interest and Financing Costs and Acquisition of Capital Assets by Lease.	_____
09.	Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.	_____
10.	Alcohol and Controlled Substances Testing.	_____
11.	Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).	_____
12.	State of Good Repair Program.	_____
13.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.	_____
14.	Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.	_____
15.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.	_____
16.	Rural Areas and Appalachian Development Programs.	_____
17.	Tribal Transit Programs (Public Transportation on Indian Reservations Programs).	_____
18.	State Safety Oversight Grant Program.	_____
19.	Public Transportation Emergency Relief Program.	_____
20.	Expedited Project Delivery Pilot Program.	_____
21.	Infrastructure Finance Programs.	_____
22.	Paul S. Sarbanes Transit in Parks Program.	_____
23.	Construction Hiring Preferences.	_____

FTA FISCAL YEAR 2017 CERTIFICATIONS AND ASSURANCES

FEDERAL FISCAL YEAR 2017 FTA CERTIFICATIONS AND ASSURANCES SIGNATURE PAGE
(Required of all Applicants for federal assistance to be awarded by FTA and all FTA Grantees with an active Capital or Formula Award)

AFFIRMATION OF APPLICANT

Name of the Applicant: Putnam County

Name and Relationship of the Authorized Representative: Stephen J. Hersey, Commission Chairman

BY SIGNING BELOW, on behalf of the Applicant, I declare that it has duly authorized me to make these Certifications and Assurances and bind its compliance. Thus, it agrees to comply with all federal laws, regulations, and requirements, follow applicable federal guidance, and comply with the Certifications and Assurances as indicated on the foregoing page applicable to each application its Authorized Representative makes to the Federal Transit Administration (FTA) in federal fiscal year 2017, irrespective of whether the individual that acted on his or her Applicant's behalf continues to represent it.

FTA intends that the Certifications and Assurances the Applicant selects on the other side of this document should apply to each Award for which it now seeks, or may later seek federal assistance to be awarded during federal fiscal year 2017.

The Applicant affirms the truthfulness and accuracy of the Certifications and Assurances it has selected in the statements submitted with this document and any other submission made to FTA, and acknowledges that the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. § 3801 *et seq.*, and implementing U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR part 31, apply to any certification, assurance or submission made to FTA. The criminal provisions of 18 U.S.C. § 1001 apply to any certification, assurance, or submission made in connection with a federal public transportation program authorized by 49 U.S.C. chapter 53 or any other statute

In signing this document, I declare under penalties of perjury that the foregoing Certifications and Assurances, and any other statements made by me on behalf of the Applicant are true and accurate.

Signature _____ Date: _____

Name Stephen J. Hersey
Authorized Representative of Applicant

AFFIRMATION OF APPLICANT'S ATTORNEY

For (Name of Applicant): Putnam County

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority under state, local, or tribal government law, as applicable, to make and comply with the Certifications and Assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the Certifications and Assurances have been legally made and constitute legal and binding obligations on it.

I further affirm that, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these Certifications and Assurances, or of the performance of its FTA assisted Award.

Signature _____ Date: _____

Name _____
Attorney for Applicant

Each Applicant for federal assistance to be awarded by FTA and each FTA Recipient with an active Capital or Formula Project or Award must provide an Affirmation of Applicant's Attorney pertaining to the Applicant's legal capacity. The Applicant may enter its electronic signature in lieu of the Attorney's signature within FTA's electronic award and management system, provided the Applicant has on file and uploaded to FTA's electronic award and management system this hard-copy Affirmation, signed by the attorney and dated this federal fiscal year.

Backup material for agenda item:

10. Appointment to the Board of Assessors (staff-CC)

NAME	ADDRESS	DISTRICT	AT LEAST AGE 21	HIGH SCHOOL DIPLOMA OR EQUIVALENT	DATE APPLICATION RECEIVED
Donald Cottrell	144 Rocksprings Road	3	Yes	Yes	11/3/2017



117 Putnam Drive, Suite A ♦ Eatonton, GA 31024
706-485-5826
www.putnamcountyga.us

NOTICE

The Putnam County Board of Commissioners is seeking interested Putnam County residents to serve on the **Board of Assessors**. Persons eligible to serve on the Board of Assessors must be at least 21 years of age and have a valid high school diploma or its equivalent. The successful candidate must complete 80 hours of training and pass the assessor examination during the first year of appointment. Additionally, the successful applicant must complete 40 hours of continuing education every two years.

This board is responsible for determining taxability, value, and equalization of all assessments within the county. The County Board of Tax Assessors notifies taxpayers when changes are made to the value of the property; receives and reviews all appeals filed; and insures that the appeal process proceeds properly. In addition, they approve all exemptions claimed by the taxpayer. Meetings of the Board of Assessors are usually held once per month on a weekday between the hours of 2:00 PM and 6:00 PM. During appeal time, meetings can increase to at least three or four times per month. Compensation is \$50.00 per board meeting.

Interested persons should submit an **application** to the Putnam County Board of Commissioners, 117 Putnam Drive, Suite A, Eatonton, Georgia 31024. Applications will be accepted until the positions are filled. The board application form can be found on the county website at www.putnamcountyga.us (in the "How Do I..." or "Forms & Documents" sections) or by calling 706-485-5826.

11/02/2017 & 11/09/2017

12-1 BDC meeting

ell

PUTNAM COUNTY BOARD OF COMMISSIONERS



NOV 3 17 11:51AM

117 Putnam Drive, Suite A ♦ Eatonton, GA 31024
706-485-5826 ♦ 706-923-2345 fax
www.putnamcountyga.us

APPLICATION FOR BOARDS, COMMITTEES, & AUTHORITIES

Name: DONALD COTTRELL Home Phone: 706 485 3928
Address: 144 Rocksprings Rd. Work Phone: _____
Eatonton Ga Cell Phone: _____
Occupation: Retired E-mail: ddccc@bellsouth.net

I would like to apply for appointment to the following Board, Committee, or Authority:

Board of Assessors

Which district do you live in? 1 2 3 4

Briefly explain your educational background High School + some College

Are you an owner or officer in any business or corporation? Yes No

If yes, please list the name and activity of the business or corporation: _____

Please explain any previous experience with State or Local Government: _____

Board of Assessors For almost 20 years

Briefly explain why you seek this appointment: To get to 20 years of service if I live long enough

If appointed, I agree to serve.

Donald Cottrell
Signature

3 Nov 2017
Application Date

*This application should be submitted to the Putnam County Board of Commissioners. Any additional information may be included on a separate page.

BOARD OF ASSESSORS

<u>MEMBER</u>	<u>TERM BEGINS</u>	<u>TERM EXPIRES</u>
John Chaklos Jr. 120 S. Leisure Lane Milledgeville, GA 31061 706-485-0387 (home) 478-453-3033 (work) 478-457-4106 (cell) johnchaklos@yahoo.com	02/03/17	02/03/21
Donald Cottrell 144 Rock Springs Road, NE Eatonton, GA 31024 706-485-3928	11/17/13	11/17/17
Eugene Smith 108 Bear Creek Road Eatonton, GA 31024 478-968-7084 (home) 770-597-5375 (cell) gsmith@ibankfmb.com	02/03/17	02/03/21
Ronald M. Gilpin* 109 Rock Lake Drive Eatonton, GA 31024 706-485-3540 (home) 706-473-3593 (cell) rgilpin@bellsouth.net	09/20/16	07/20/18
Shelby J. Storey 169 Cedar Cove Drive Buckhead, GA 30625 706-485-0464 (home) 706-473-0447 (cell) 706-453-3355 (other)	03/20/16	03/20/20

*to fill the unexpired term of Dorothy Rayfield

4 year terms (effective 3/97)
Appointed by BOC
Need to be sworn in by Clerk of Court
Need to provide information to HR
Prepare Resolution for DOR

Last Updated 10/30/2017