

LAMAR COUNTY RURAL TRANSIT DEVELOPMENT PLAN



July 1, 2017



PREPARED BY:
THREE RIVERS REGIONAL COMMISSION
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2. The Transit System

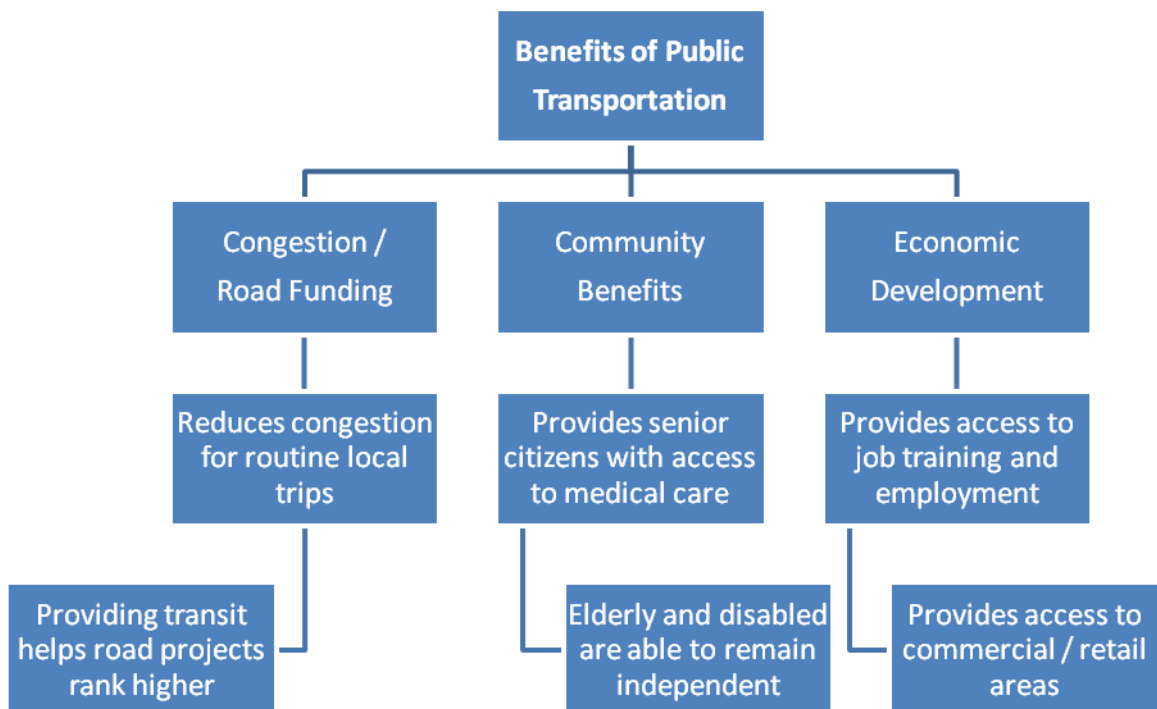
Three Rivers Regional Commission Management Team:

Robert Hiatt, Interim Executive Director

Peggi Tingle, Administrative Services Director

The program has been operating throughout the four of the five counties since September 8, 1999. The six counties that make up the Three Rivers Transit System in 2015 are Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties. Public transportation is used to assist people to obtain and retain employment, receive regular medical attention, provide access to job training, provide access to commercial zones, and quality of life enhancement purposes.

Public Transportation Benefits

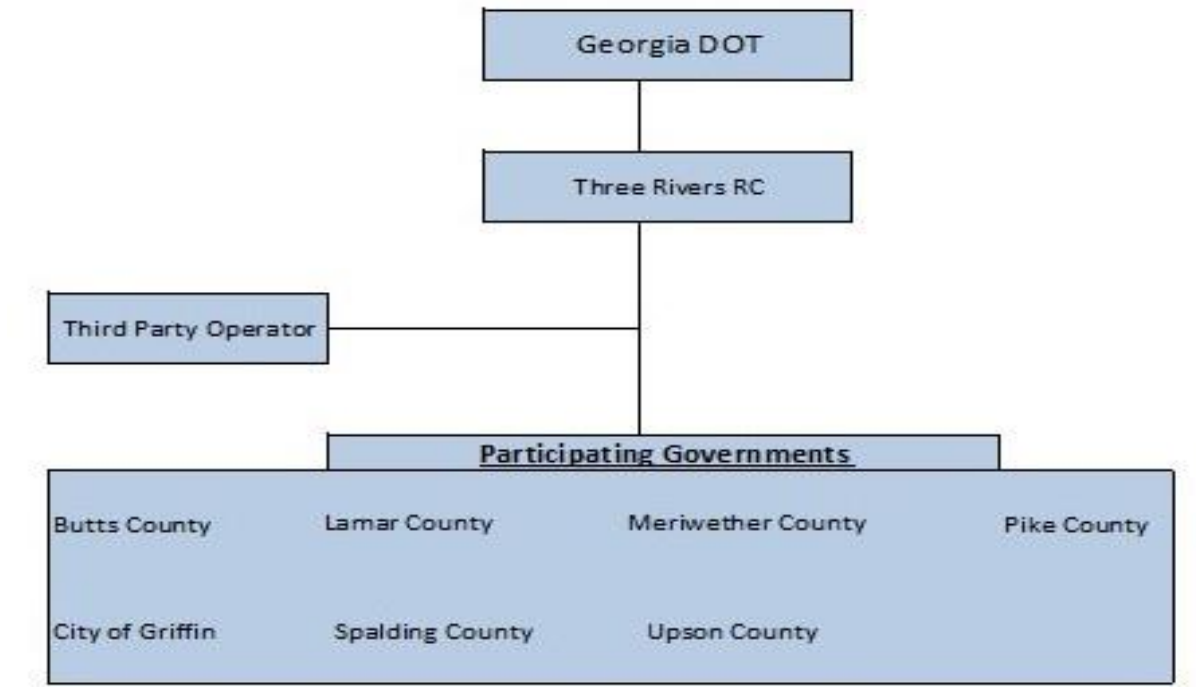


Contract Administration

The TRRC functions as central contractor and administrator for the regional transit program. By contract, the TRRC is responsible to each County for completing the monthly reports to the Georgia Department of Transportation (GDOT), and ensuring that compliance with state and federal regulations are implemented and ongoing. Each participating county within the Three Rivers Transit System enters into a yearly agreement with the RC, and pays their share of projected transportation funding. The TRRC monitors all work done by the Third Party Operator (TPO) and will review all monthly reports and records prior to submission to GDOT. The TRRC will work with the TPO regarding problems or issues involving transportation. Most problems and issues can be dealt with administratively; but if needed, the TRRC will bring them before the regional Technical Coordinating Committee. A county’s representative on the Technical Coordinating Committee has decision making authority and if warranted, will take the problem or issue back to the respective County Commission.

Contractual Relationships

Three Rivers Regional Transit Contract Organizational Chart



3. Regional Technical Coordinating Committee

The Regional Technical Coordinating Committee (RTCC) for the public transportation system is comprised of individual TRRC board members that are also county commissioners, and the current county commission chairman for counties that do not have an active county commissioner on the TRRC board. The RTCC meetings are called when an issue or policy needs to be discussed prior to being changed and implemented.

Butts County:	Roger McDaniel
Lamar County:	Charles Glass
Meriwether County:	Beth Hadley
Pike County:	Briar Johnson
Spalding County:	Raymond Ray
Upton County:	Steve Hudson
Three Rivers RC:	Robert Hiatt

4. Services Provided

Demand Response

The Three Rivers Transit System uses a demand response service model where passengers must call in to schedule a trip. Van routes and capacity are checked versus the time of day of the desired trip and new passengers are added if there is capacity to accommodate the trip. Non-subscription passengers are required to call 24 hours in advance to schedule a trip.

Purchase of Service (POS) / Subscription Trips

Any government agency or local business group can buy trips on the rural public transportation system, and this is commonly referred to as being a “purchase of service” (POS) type trip. POS trips bring in additional revenues, and help to buy down the local government’s cost to provide public transportation.

Funds are provided to local human service agencies such as senior centers, labor departments, and agencies that deal with the disabled. The funding is provided through a coordinated transportation program administered by the Department of Human Resources, and human service trips are then purchased on the public transportation system. A more detailed description of the most common types of human service trips can be found next.

Senior Centers

DHR's Aging Division administers a statewide system of services for older Georgians. Most of these services are administered at the regional level by Area Agencies on Aging (AAA), and delivered by local senior centers.

Type(s) of Service: Provide transportation of eligible persons to and from community facilities and resources applying for and receiving services, reducing isolation, or otherwise promoting independent living. Subscription Services are ordered by participating agencies. Trips may be provided on the basis of Subscription Service, Scheduled Response, Demand Response and Group Trips. Door-to-Door Service is necessary.

Points of Origins and Destinations:

- From senior adults' homes to Senior Centers and return.
- From Senior Centers or residences to field trip locations in and out of the county of residence and return.
- From Senior Centers or residences to shopping districts and return.
- From Senior Centers or residences to service access points (social service agencies) in the community.
- From Senior Centers or residences to health services and return.

Department of Family and Children Services

County offices of the Division of Family and Children Services (DFCS) administer social service programs, support services for employment and financial assistance to families with problems caused by poverty, neglect or lack of education. Transportation is among one of the support services provided to help families become self-sufficient. Transportation is of particular importance under the Temporary Assistance to Needy Families Program (TANF). Transportation is often a barrier to accessing and maintaining training and employment.

Type(s) of Service: Scheduled Demand Response, Demand Response, and Subscription Service. Curb to Curb.

Points of Origins and Destinations: Points of Origins and Destinations vary between participants. From residential addresses throughout the region such as day care providers, education and training activities, work sites, work experience locations, job search activities, and return trips.

Department of Labor – Vocational Rehabilitation Services (VRS)

The Department of Labor administers rehabilitation services, including providing physical rehabilitation, job training and job placement of people with disabilities. Vocational Rehabilitation Services (VRS) provides opportunities for work and personal independence for people with disabilities. Local offices throughout Georgia coordinate employment

readiness and other services for people with physical mental or emotional disabilities. Services include: job analysis; accessibility surveys; work and job readiness; work adjustment; job coaching; and supportive employment

Type(s) of Service: Door-to-Door, Subscription and Demand Response Services.

Points of Origins and Destinations: Origins and destinations vary between consumers. Examples of destinations include colleges, vocational schools, medical appointments, work /training sites, etc.

Division Of Mental Health, Developmental Disabilities And Addictive Diseases (MHDDAD)

The Division of MHDDAD serves people of all ages and those with the most severe problems. Services are provided across the state through seven state hospitals, one mental retardation institution, and through contracts with 26 community service boards, boards of health and various private providers. In addition to providing treatment, support and prevention services, contracted community programs screen people for admission to state hospitals and give follow-up care when they are discharged. Transportation to and from services is among the many support services provided by MHDDAD.

Type(s) of Service: Door-to-Door, Subscription Services.

Points of Origins and Destinations: From residences to and from day rehabilitation, training sites, work sites, medical appointments, and day treatment, etc.

5. Vehicle Fleet Information

The vehicle fleet is comprised of Goshen shuttle vans that can accommodate up to fourteen passengers. These vans cost between \$43,500 (without lift) and \$47,500 (with lift), and do not require a CDL license to operate. Prior to 2003, the regional transit system did use CDL vehicles but those vehicles were cycled out due to cost concerns and the inability to retain CDL qualified drivers.

Listed below are the vehicles that are used in the regional transit system, and information about the types of vehicles that are used.

GDOT Fleet Number	County	Model	Year	Make	Seats	WC Lift
3576	Butts	Shuttle Van	2017	Startrans	10	Y
3313	Lamar	Mini Bus	2013	Elkhart	14	N
3510	Lamar	Mini Bus	2015	Elkhart	10	Y
3501	Meriwether	Mini Bus	2015	Elkhart	14	N
3502	Meriwether	Mini Bus	2015	Elkhart	10	Y
3715	Meriwether	Shuttle Van	2017	Startrans	10	Y
3574	Pike	Shuttle Bus	2016	Elkhart	10	Y
3575	Spalding	Mini Bus	2016	Ford	10	Y
3576	Spalding	Mini Bus	2016	Ford	10	Y
3571	Spalding	Mini Bus	2016	Ford	14	N
3572	Spalding	Mini Bus	2016	Ford	14	N
3573	Spalding	Mini Bus	2016	Ford	14	N
3714	Upton	Shuttle Van	2017	Startrans	13	N
3713	Upton	Shuttle Van	2017	Startrans	10	N
3314	Upton	Shuttle Bus	2015	Elkhart	10	Y
3577	Upton	Shuttle Bus	2015	Ford	17	Y

Note: Bold are new buses.

Public Transit Vehicle Example

Exterior View



Interior View



Vehicle Specifications

EC-I STANDARDS & OPTIONS

STANDARD CHASSIS FEATURES

- Ford E-350 DRW Cut-Away Chassis
- Electronic 5-Speed Automatic Transmission
- 37-Gallon Fuel Tank
- Ford V-8 5.4L Gas EFI Engine
- OEM Installed Dash Air Conditioning and Heat
- 130 Amp Alternator
- 158" Wheelbase
- Heavy Duty Engine Cooling Package
- Chrome Front Bumper and Grill
- 11,500 GVWR
- Dual Electric Horns
- Driver Air Bag
- Heavy Duty Suspension
- Power Steering/Brakes
- IT225/75RX16E Tires
- Dual 650 CCA Batteries
- Tilt Steering Wheel/Cruise Control
- Dual Beam Headlights

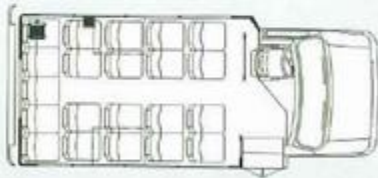
STANDARD BODY FEATURES

- FMVSS Certified
- STURAA Tested for 7 Years/200,000 Miles
- Insulated Roof and Exterior Walls
- Mar-View Right Side Cab Window
- Smooth Rubber Floor with Ribbed-Rubber Aisles
- Rear ABS Fender Flares
- Powder Coated Rear Steel Bumper
- Rear Mud Flaps

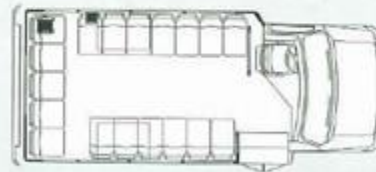
- Entrance Door and Driver Modesty Panels
- All Aluminum Sidewalls and Skirts
- Dual Drive Shaft Guards
- Entry Door Assist Hand Rails
- Fully Welded Utilized Steel Cage Body Structure
- Undercoating
- Swing-A-Way Exterior Flat Mirrors with Integrated Convex Panels
- Drip Rail Over Passenger Windows and Entry Doors
- White Step Nosing - All Entry Steps
- Color/Function Coded Wiring Harness
- Laminated Steel Reinforced Composite Construction
- Master Electronic Printed Circuit Control Panel
- Side and Rear Emergency Egress Windows
- Stylized ABS Rear Trim
- 91" Interior Width and 77" Headroom
- Large 36" x 36" Upper T-Slider Windows
- Single Piece Seamless FRP Roof
- Smooth FRP Interior Walls
- FRP Ceiling
- Individual Reading Lights
- Spare Tire and Wheel
- Interior Luggage Rack
- Interior Convex Mirror
- Back-Up Alarm
- Overhead Luggage Racks
- Exterior Rear Center Mounted Brake Light
- Upgraded Dual Alternators (Diesel Only)
- Rear Luggage Compartment
- Ceiling Grab Rails
- AM/FM Radio with CD Player
- "Flat Floor" (No Wheel Well Risers)
- DVD Player with Flip Down Monitor
- Heated/Remote Exterior Mirrors
- High-Back or Mid-High Seats with Armrests
- Front Mud Flaps
- Ground Plane For Two-Way Radio Installation
- Paging System
- Rear Emergency Door with Ajar Package
- LED Exterior Lighting
- Rear A/C System
- Roof Escape Hatch
- Stainless Steel Wheel Inserts
- ADA Mobility Compliance Package
- All FRP Exterior
- Driver Running Board
- Electric Entry Door

POPULAR OPTIONS

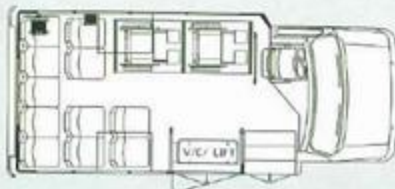
- Ford V-10 6.8L Gas EFI Engine
- Ford V-8 6.0L Diesel EFI Engine
- Rear Heat System
- Front and Side Destination Signs
- Mar/Ryde Suspension



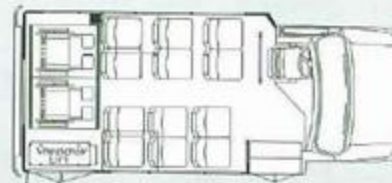
21 Passenger - Forward Facing Seating



18 Passenger - Perimeter Seating



11 Passenger - 2 Wheelchairs - Front Lift



12 Passenger - 2 Wheelchairs - Rear Lift

Offerings for Georgia DOT
▶ **The Senator II**



▶ As a leader in the medium-duty transit bus industry, the Senator II is backed by StarTrans' commitment to excellence. That's why design, durability and attention to detail are at the forefront of how we do business.

Design. When it comes to design, the Senator II delivers. Engineered to accommodate a variety of seating arrangements, including wheelchair accessibility and various storage options in luggage, the Senator II gives you the versatility you need to meet your passengers' needs.

Durability. All of our products undergo a series of rugged testing procedures in Altoona, Pennsylvania, to ensure their structural integrity and we back our buses with a 5-year/75,000 mile body structural warranty.

Detail. StarTrans Bus doesn't take a backseat when it comes to passenger convenience and comfort. Wide aisles and doors for easy accessibility, spacious luggage racks, large windows and straight side wall construction to maximize passenger shoulder space are just some of the benefits of the Senator II.

If you need buses that perform well, look great and deliver on promises, look to the Senator II from StarTrans Bus.



Offerings for Georgia DOT

► The Senator II



► Standard Exterior Feature Highlights

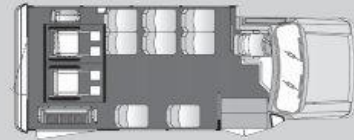
- Fully welded aluminized steel cage construction with laminated sidewall structure meeting all applicable FMVSS requirements
- "Starview" drivers visibility window in front of entry door
- Manual passenger entry door with full length glass
- 36" wide x 36" high upper double T-Slider tempered safety glass windows with climate control tint
- Black powder coated steel rear bumper
- Rear mud flaps
- Pre-painted white aluminum sidewalls and skirts
- Fiberglass front and rear caps
- One-piece seamless FRP (fiberglass reinforced plastic) roof
- Breakaway rearview mirrors with built-in convex
- Sealed LED stop, tail, and turn signal lights with reverse lights
- Exterior LED front and rear marker lights

► Standard Interior Feature Highlights

- 93" interior width
- 80" interior floor to ceiling height with standard floor (raised floor is 75")
- Floor and wall seat track for flexible seating
- Black slip resistant floor covering
- 5/8" exterior grade plywood flooring
- 1.25" dual entry grab rails parallel to entrance step
- Printed circuit board with automotive type fuses and LED trouble shooting lights
- LED Entry door step well lights
- LED driver and passenger area lighting
- LED 7" red rear lights

► Options Highlights

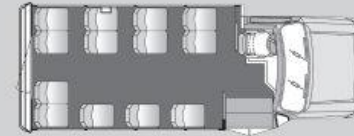
- Rear emergency door with two window(s) with wide angle lens
- Passenger area rear heat and air conditioning
- Complete rubber flooring
- Ceiling grab rails
- FRP walls and ceiling
- AM/FM Radio with 4 speakers
- Mid back seating
- ADA and FMVSS compliant wheel chair lifts and securement systems
- Retractable passenger seat belts and anti-vandal grab bars
- Yellow step nosing at passenger door
- Anti-slip aluminum driver running board
- MorRyde RL suspension
- Alignment with caster and camber kit
- Spare tire
- Stainless steel battery tray



8 Passenger/2 Wheelchair
2 Two Passenger Foldaway Seats Plus Driver



12 Passenger/2 Wheelchair
2 Two Passenger Foldaway Seats Plus Driver



13 Passenger Plus Driver



20 Passenger Plus Driver



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Insurance

Program contractors must maintain a minimum liability coverage in an amount of \$100,000 for death or injury of one (1) person, \$300,000 in the event of injury or death of two (2) or more persons in a single accident including liability to and employees engaged in the operation of the vehicles, and \$50,000 for property damage. Vehicles with capacity over 15 passengers must maintain minimum liability coverage in an amount of

\$100,000 for the death or injury of one(1) person, \$500,000 in the event of injury or death of two (2) or more persons in a single accident including liability to any employees engaged in the operation of the vehicles, and \$50,000 for property damage.

Since the counties maintain the titles to the vehicles while they are in service, the TRRC recommended that participating local governments place the vehicles on their fleet policy rather than having private operators insuring the vehicles.

Accident Reporting

The TPO will report any accident to the TRRC within one (1) hour of the occurrence, or if the offices are closed, by 9:00 a.m. the next business day, unless otherwise mutually agreed. An initial written incident/accident report, completed by the TPO, will be forwarded to the TRRC by the next business day. The TRRC will then send all relevant information to the appropriate local government so they can begin to process an insurance claim.

The TPO must provide a copy of the investigating officer's accident report within five (5) business days from the date of the accident, and the TRRC will forward that information to the county. The TPO will maintain copies of each accident report in the files of both the vehicle and the driver.

Drug and Alcohol Testing

As a condition of FTA funding, the Act requires recipients to establish alcohol and drug testing programs (POLICY). The Drug/Alcohol Testing Policy must be approved by GDOT prior to execution of new contracts or the selection of new TPO's. The Act mandates four types of testing:

(1) Pre-Employment (2) Random (3) Reasonable Suspicion (4) Post Accident. In addition, the Act permits return- to- duty and follow-up testing under specific circumstances. The Act requires that recipients follow the testing procedures set out by the Department of Health and Human Services (DHHS). The Act does not require recipients to follow a particular course of action when they learn that a safety-sensitive employee has violated a law or Federal regulation concerning alcohol or drug use. Rather, the Act directs FTA to issue regulations establishing consequences for the use or abuse of alcohol or drugs in violation of FTA

regulations. Possible consequences include Education, Counseling, Rehabilitation programs and Suspension or Termination from employment.

6. Quality Control

Any comments or complaints regarding the quality of service provided by the system or the performance of any system employee will be handled routinely by the Authorized Representative at the TRRC and the TPO. If warranted, the Authorized Representative may recommend to the Technical Coordinating Committee that official action be taken to address any problems that have been identified in the course of investigating a customer complaint. Receipts and expenditures will be monitored by the TRRC on a monthly basis. The driver will maintain daily passenger trip logs and vehicle service logs which will be consolidated by the TPO and transferred to monthly reporting forms. These will be forwarded to the TRRC.

Program Reporting

From TPO to TRRC (Monthly)

- Program data by vehicle characterizing origin, number and type of one way passenger trips (OWPT's), Rural Transportation Monthly Reporting Form: pages 1-2 , revenues and expenditures, maintenance records, and customer complaints.
- TPO monthly bills for services rendered.

From TRRC to County (Monthly)

- Programmatic monitoring reports (these are done quarterly)
- Request for funds (as needed)

From County to TRRC (Monthly or as Requested)

- Funds to cover the cost remaining after subtracting the POS and Farebox revenues from the monthly operating budget multiplied by the County's percentage share of total ridership for the month (as needed)

From TRRC to TPO (Monthly or as Requested)

- Payment for services rendered.
- Info regarding upcoming training opportunities
- Info regarding regulatory changes.

From TRRC to GDOT (Monthly or as Requested)

- Requests for County reimbursements on the Section 5311 Operating Assistance Reimbursement Form.

From GDOT to TRRC (Monthly or as Requested)

- Reimbursements of federal matching funds.

Corrective Actions

Throughout the term of the contract, the TRRC will work with the TPO to review the performance measures as prescribed in GDOT administrative guide. If the TPO is failing to adequately meet these measures, the TRRC will meet with the TPO in an attempt to resolve the issues. If the TPO still fails to perform according to the specified measures, the TRRC may take actions, including but not limited to, the actions described in this section.

In relation to taking corrective actions, the TPO shall:

1. Agree that the TRRC has the sole authority to determine whether the TPO has met, exceeded, or failed to meet any requirements or standards;
2. Within three (3) business days of the date that the TRRC notifies the TPO in writing that it has failed to meet a requirement or performance standard, submit a corrective action plan to the TRRC for its review and approval. The corrective action plan shall include:

A description of the problem including the administrative guide performance standard, if applicable

The reason(s) the problem occurred

A description of what steps will be taken to prevent the problem from recurring

A listing of the organizations or staff functions impacted by the problem's resolution

A timeline for implementing the resolutions(s)

3. Implement the corrective action plan within ten (10) business days of receiving the TRRC approval of the plan or longer if so stated in the TRRC's approval.

Pick Up and Delivery Standards

The TPO must assure that transportation services are provided which comply with the following minimum pick up and delivery service requirements and which shall be delineated in any applicable transportation service agreements:

- a. The TPO being on time shall be a standard practice. The vehicles must be on time for pick up and delivery, unless there are extenuating circumstances beyond the TPO's or driver's control. **A 95% on-time performance rate is required.** A 20-minute pick up and delivery window period will be allowed (10 minutes before pick up time and 10

minutes past pick up time). Notification must be given by the TPO to the consumer in the event of unavoidable delays.

- b. The driver may arrive up to ten (10) minutes before the scheduled pick-up time; however, a consumer shall not be required to board the vehicle before the scheduled pick-up time for return trips. The Provider(s) is not required to wait more than five (5) minutes after the scheduled pick-up time.
- c. The TPO must ensure that consumers are transported to and from appointments on time.
- d. The TPO must ensure that no consumer served is forced to remain in the vehicle more than one (1) hour longer than the average travel time for direct transport from point of pick-up to destination.
- e. The TPO will monitor trips to ensure that consumers are picked-up and delivered timely.

7. Third Party Operator

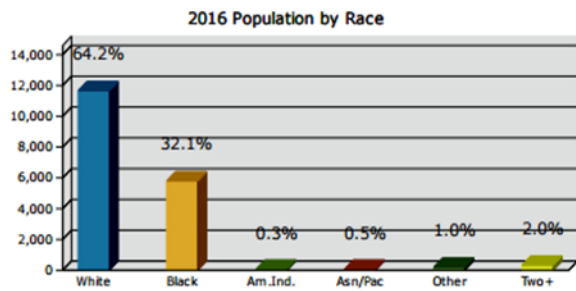
The current third party operator is Quality Trans, Inc. The TPO will be responsible for handling the day-to-day operation and maintenance of the system. The TPO will be responsible for registering calls for service, route management, driver supervision and training, submission of monthly service reports, and general bookkeeping. The drivers will be hired by the TPO and the TPO will be expected to enforce compliance with all federal regulations applicable to the program.

OVERVIEW AND DEMOGRAPHIC ANALYSIS

DEMOGRAPHIC ANALYSIS

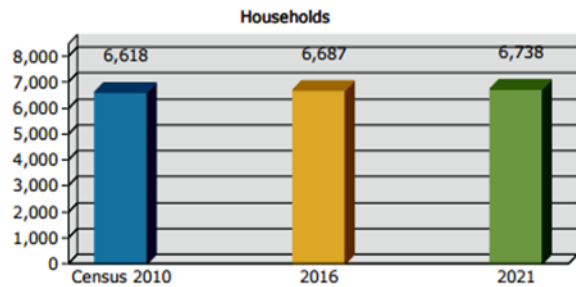
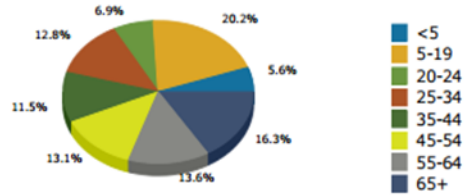
Lamar County Profile

Based on the 2010 census and research data the total population is: 18,317 people, as of July 1, 2016, ±6,145 households in Lamar County. The land mass per square mile is 186,184 is land and 2.3 (1.3%) is water which yields a population density of ±99 persons per square mile. The racial makeup of the county is: American Indian alone 0.3%, Asian alone 0.5%, Black alone 32.1%, White alone 64.2%, Pacific Islander 0.0%, some other race alone 1.0%, two or more races alone 2.0%, Hispanic origin 2.4%. The population in Lamar County is made up of the following: Females 9,465 (2010) and 9,326 (2016). Males 8,852 (2010) and 8,823 (2016). Based on the U.S. Census Bureau, Census 2010 Community Profile at a population of 18,149 in 2016, persons 0-4 years (5.6%), 5-9 (5.9%), 10-14 (5.6%), 15-24 (15.5%), 25-34 (12.8%), 35-44 (11.5%), 45-54 (13.1%), 55-64 (13.6%), 65-74 (10.3%), 75-84 (4.5%), 85±(1.5%) and 18± (79.7%).

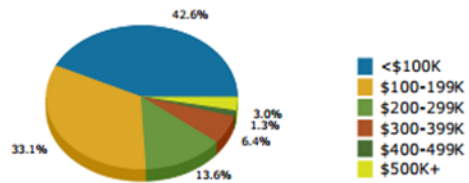


2016 Percent Hispanic Origin: 2.4%

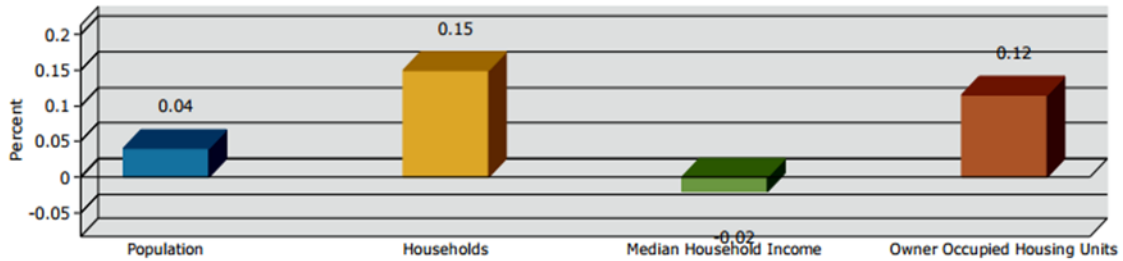
2016 Population by Age



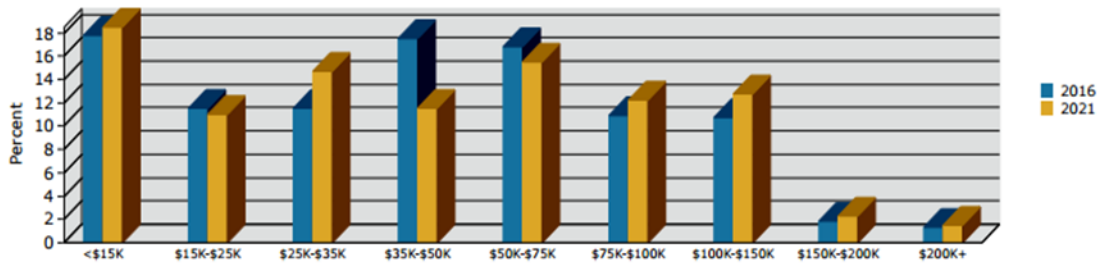
2016 Home Value



2016-2021 Annual Growth Rate

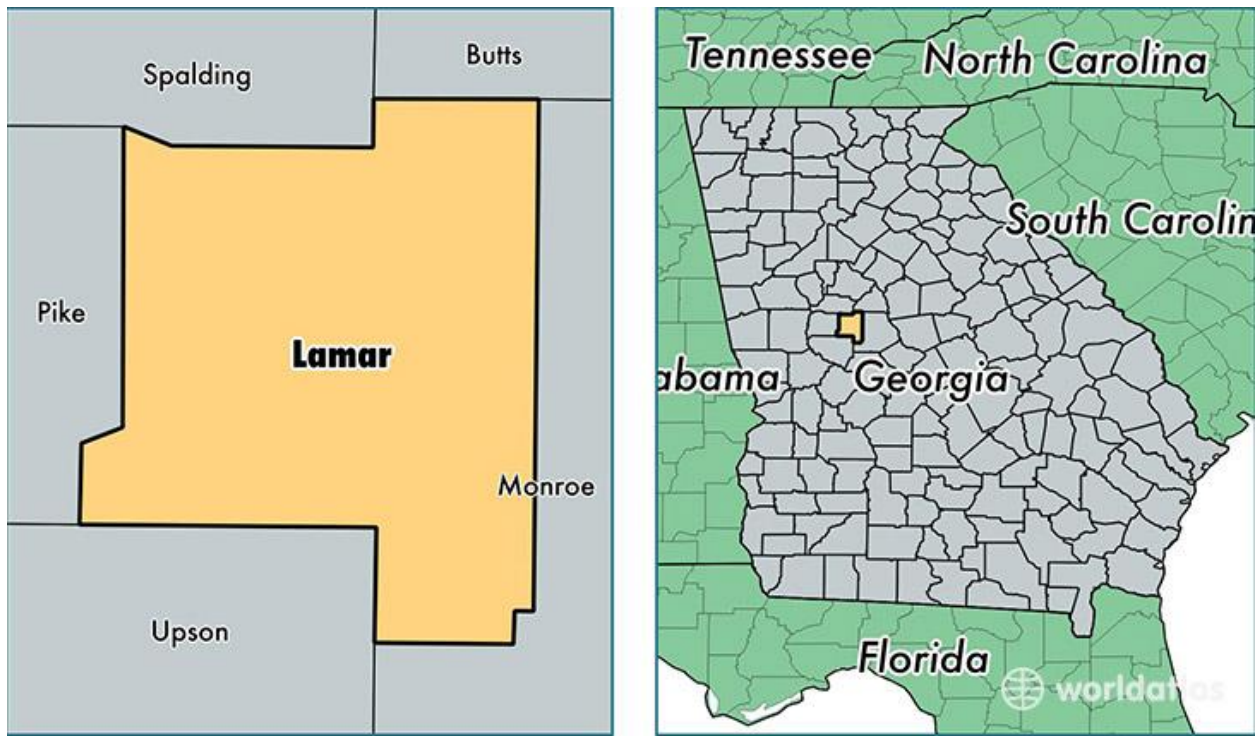


Household Income



Source: U.S. Census Bureau, Census 2010 Summary File 1. Esri forecasts for 2016 and 2021.

April 20, 2017



Lamar County Activity Centers – 2017

Based on the Three Rivers Regional Development Transit Plan 2013-2018, Lamar County is inclusive of urban clusters, which include the City of Barnesville, the City of Milner, and the Town of Aldora. The City of Barnesville is the central location within the county where major activity centers can be found, including social services, medical facilities, colleges and training centers, and work sites for individuals with developmental disabilities. These are common locations to which low-income workers or people who use specialized transportation services may travel. Under present conditions, it is more likely that the common destination for most public transit trips will be inside Lamar County. However, it is worthy to note that the Three Rivers Transit System does perform occasional out of county trips a few days per week. The central location for these trips is in the City of Griffin, which is located in Spalding County and north of Lamar County.

Recreational Transit Activity

Some of the transit trips performed each year by TRRC Transit System fall into the “other” category and generally include those trips that are recreational in nature. The Senior citizens or the local senior centers may order trips to visit old historical sites, parks, or other types of recreational facilities.

Transit Dependent Population – 2017

There are several characteristics that could identify individual dependency on public transit which may include; families with low incomes, individuals with disabilities and individuals over 65. Financial constraints may make it difficult for low-income populations to purchase and maintain an automobile. Individuals with temporary or permanent disabilities that limit their ability to drive and can be served by the local transportation services. However, older adults are faced with the decision whether to curtail driving due to frailty and / or age related physical impediments such as reduced vision or dexterity.

The Three Rivers Transit System caters heavily to these transit dependent populations in Lamar County. The Transit System for the County currently performs between ±25,000 and ±35,000 trips per year. While the percentages fluctuate from year to year, the two primary uses for transit in Lamar County are related to senior citizen activities and employment based activities. Individuals within these two population groups greatly benefit from the transit program. This is especially true with the senior citizens, as it affords them the ability to continue to contribute to the community. Some of the general benefits of access to public transportation include the following:

- Provide access to employment.
- Access to routine medical care, which reduces emergency room visits and associated costs.
- Continued participation in the local economy. Public Transportation advocates cite that \$4 in economic activity is generated for every \$1 spent in supporting transit services.
- Increased quality of life and mobility options for people of all ages, especially for senior citizens.

Findings

According to the Georgia's Office of Planning and Budget (2015), Lamar County long-term population projections for 2015-2045 is 18,233 (2015), 19,611 (2025), 21,231 (2035) and 23,084 (2045) an increase of 27%. Typically, a Transportation Strategy Plan (TSP) or Transportation Development Plan (TDP) are required to have a pro-active outlook on the planning horizon for the next ±20 years. Transportation planning are essential and work hands in hands with any local municipality Comprehensive Plan. This period provides a basic structure and overall goals for meeting long-term transportation needs. Particular in the case of Lamar County, these needs are very hard to predict since they are driven by several influencing factors, changes in the job and housing market as well as Lamar County's own policies on transportation.

Three Rivers Regional Commission (TRRC), formerly known as McIntosh Trail RDC has managed a Unified Transportation System (UTS) funded by the Georgia General Assembly and the State Department of Transportation.

TRRC, UTS specifically provides transportation to the elderly, disabled, Medicaid recipients, and job-training program for low-income areas. This regional system serves as the monitor for any future upgrades for traditional public transit services in the region.

Generally, the development and implementation of Long Range and Transportation Planning are also often influenced by demographics, forecast of revenue, project cost, policy changes and political sphere of influence. Therefore, it is recommended that a general standard practice be adopted and that such document be updated at least every five years.

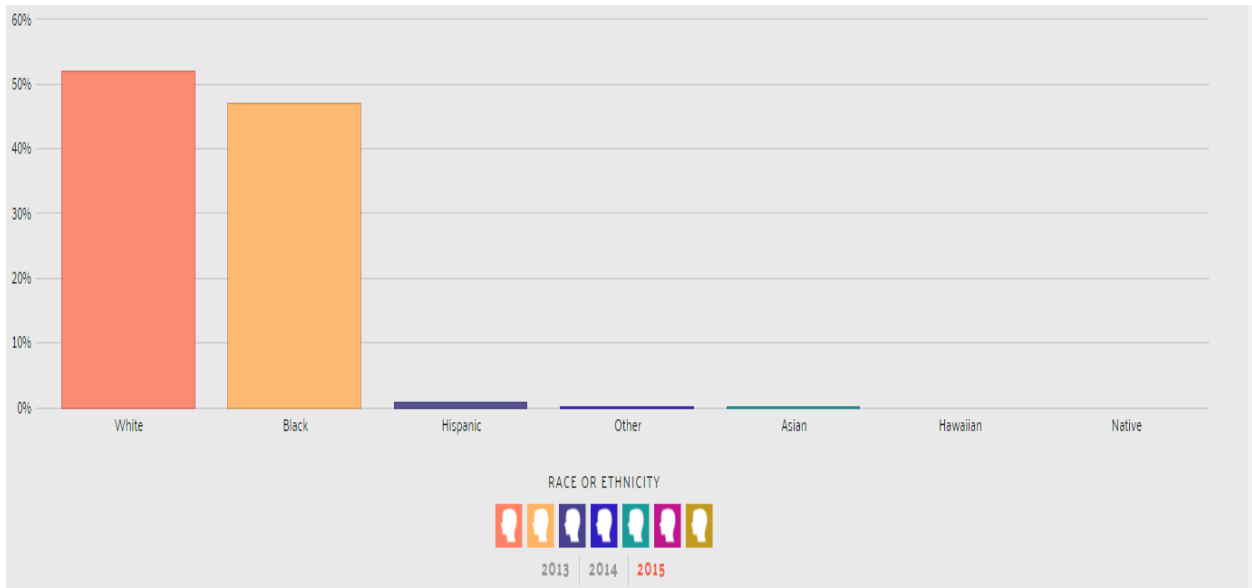
Three Rivers Regional Commission believes that historically, any County's greatest resources is its people and that is critical to the TRRC Region. Lamar County having a total population to date of ±18,317 people, it can be safely assumed that the County is growing and vibrant and as a direct result pro-active transportation planning are vital to the County and the Region.

Citizens of Lamar County who are not currently using the public transit system are assumed to have access through other modes of transportation, or are not in need of public transit services at their time of commute. The performance and demand analysis outlined in later sections of this study demonstrate that the existing transit fleet is sufficient to handle the current demand. If demand from the transit dependent population group were to increase above current levels, additional vehicles would be needed to add to the fleet to accommodate the increased demand.

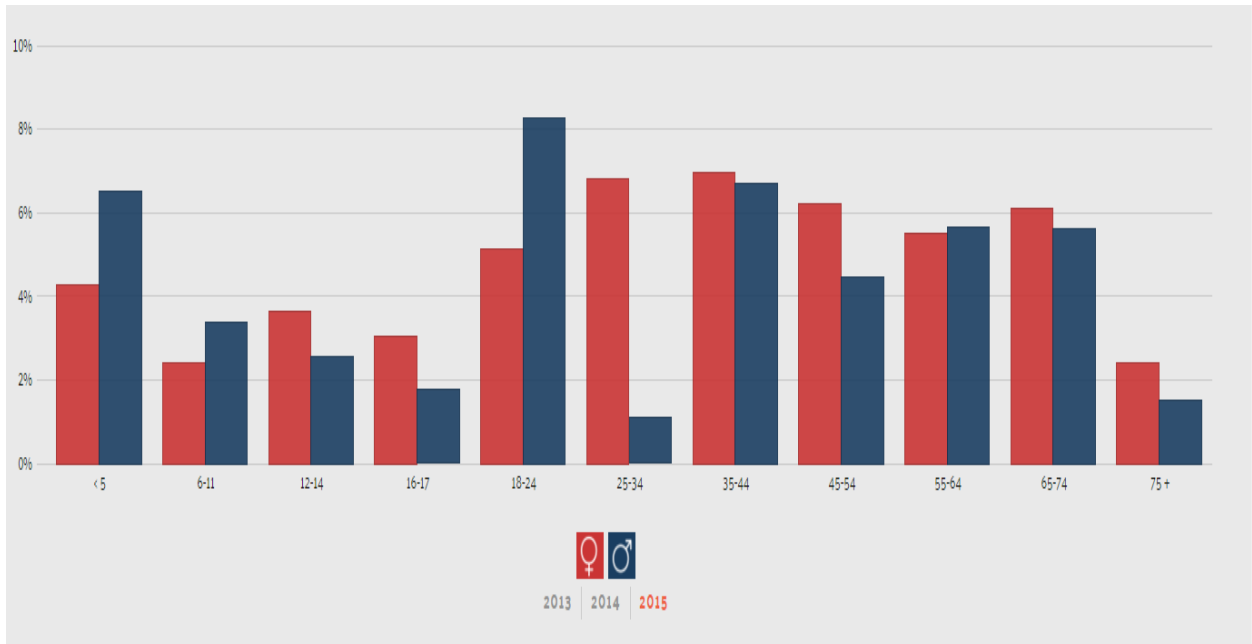
Poverty

The poverty level for a family of 4 in Georgia has grown from \$12,674 in 1989 to over \$15,000 in 1995. The number of persons below the poverty level in Lamar County (2010-2014) is 22.1%. According to the last study and data on the state level in Georgia it is 18.2% and the median household income in Lamar County (2015) is \$40,243.

Staff research reveals that Lamar County population of ±18,317 is at the poverty level accounting for 22.1% of the population.



Poverty by race and Ethnicity



Poverty by Age and Gender (males 18-24)

Disability

The demographic data revealed that 2,423 out of a household of 7,796 (2008-2012) (1+ person) with disability in Lamar County, which represents 31.1%. Persons under the age of 65 years account for 9.9% with disability in the county and statewide average is 8.6 percent. The U.S. Census Bureau defines disability as: “A long-lasting physical, mental, or emotional condition. This condition can make it difficult for a person to do activities such as; walking, climbing stairs,

dressing, bathing, learning, or remembering. This condition can also impede a person from being able to go outside the home alone or to work at a job or business.”According to the Multi-Model Transportation Study prepared by GDOT and HNTB, dated August 2008, dialogue with the stakeholders revealed that the study areas’ populations were beginning to attract an older population. Staff research reveals that Lamar County population is 18,317 with the disabled population (ages 21-64) at 5,216 accounting for 8.14% of the population.

TRRC performed a census block analysis of the three main population types that are considered to be the primary “transit-dependent population”. One of those populations is senior citizens, and 2014 census information placed seniors in Lamar County at 12.6% (age 65+) of the total population. Most of the senior population is located in areas served by a major road connection, which allows for more efficient route scheduling.

Research reveals that Senior citizens on fixed incomes are more likely to become users of transit when it is available. According to official figures from Three Rivers Area Agency on Aging for the FY-17 (July 2016 through April 2017) there were a total of 22,126 trips for senior citizens only. The figures for FY-17 are beginning to reflect an increase in senior citizen ridership. As of January, 2017 there were 3,168 trips just over a six month period. Providing seniors with access to transit allows them to live independently for longer periods of time, continue to contribute to the local economy, and help to provide access to routine medical care.

Lamar County Median Age

Using GIS analysis, TRRC has identified the areas of the county that should undergo the most rapid growth of the senior citizen population. The two highest areas of median age concentration to consider for future planning are the northern part of the City of Griffin, and the northeastern and southern portion of the county between state routes 36 and 16.

The remaining parts of the county include areas that have younger populations, and those areas should not have a greater need for transit services until 2021.

TRRC conducted an analysis of the disabled population based on 2014 census block group updated figures, and limited the analysis to the 18-64 age group. Persons aged 65 and over would have already be identified in the senior citizens analysis and were not included in this particular analysis. The 18 to 64 year old disabled population represents approximately 46.6% of the total population for Lamar County.

There are approximately 5,216 persons within this age group who are disabled but also employed. While transit ridership statistics are not kept for disabled passengers, the current fleet for the Lamar County portion of the regional transit does include one (1) vehicle that is wheelchair lift equipped. Staff research reveals that 5,216 of Lamar County population are disabled and 1,251 are of that disabled population is employed 23.98%.

Over the years studies conducted on the national level on public transit, have revealed that low to moderate income workers are the ones more likely to use public transits in areas where such services are readily available. Generally, the income threshold used to estimate potential riderships are based on an income of approximately \$25,000 per year. Given the fluctuations in fuel prices it is possible that the demand for transit can increase beyond the senior and disability groups.

The Three Rivers Regional Commission (TRRC) used the census data to identify areas of potential ridership based on incomes at or below the poverty level. The largest concentrations of low income households are in or around the urban clusters in most Counties within the TRRC Region, with Pike County being the exception. However, the areas with smaller percentages of low income populations are least likely to use public transit, but would likely use available carpools, vanpool programs, or a commute alternative with a destination outside of the county.

GOALS AND OBJECTIVES

PROGRAM GOALS AND OBJECTIVES

The program objective is to provide cost effective and affordable public transportation to all citizens within Lamar County through participation in the regional public transportation program administered by the Three Rivers Regional Commission (TRRC).

Short Term Goals and Objectives: 2017 – 2021

The Short-term Goals and Objectives of the Three Rivers Transit System for the period 2017 through 2021 are as follows:

- Provide public transportation to residents of Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties.
- Contract with the Department of Human Resources and other interested local groups to provide purchase of service trips in order to reduce the operating cost required by local governments.
- Expand the regional transit program to include neighboring Counties that have no local transit, and are seeking to participate in a cost effective regional transit system that serves local needs.
- Develop and implement an effective marketing campaign.
- Offer technical assistance to TPO regarding bookkeeping, transit system operations enhancement recommendations, and identifying training opportunities.

- Achieve or exceed all Section 5311 service criteria as outlined in the GDOT administrative guide.
- Evaluate scheduling and trip routing options to identify the most effective way to operate the system.
- Ensure that the TPO is complying with all federal and state guidelines for operating the transportation program.

PERFORMANCE EVALUATION

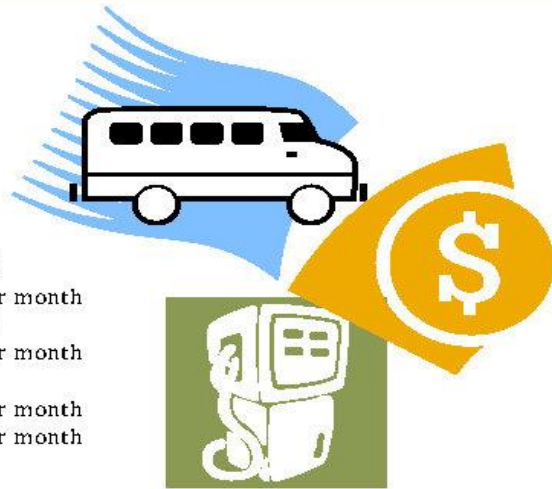
SYSTEM PERFORMANCE

Transit Operations Snapshot—Lamar Co. 5311 Rural Program

FY2016: July 2015 through June 2016

Operational Totals YTD

Total Trips:	10,389
Total Miles:	83,377
Service Hours:	4,384
Total Gallons:	9,524

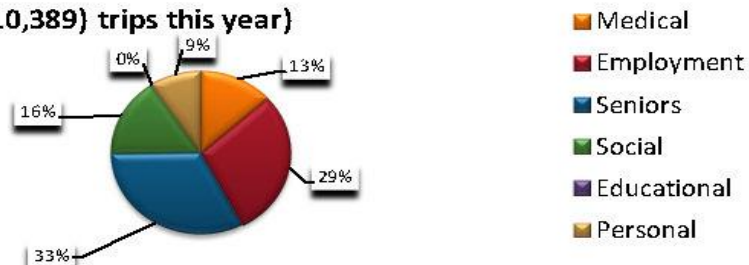


Operational Averages (2 vehicles)

Avg. Trips:	495	per vehicle per month
Avg. Distance:	8.03	miles per trip
Avg. Gallons:	454	per vehicle per month
Avg. Fuel Price:	\$ 1.86	per gallon
Avg. Miles:	3,970	per vehicle per month
Avg. Service Hours:	209	per vehicle per month



Trip purpose (10,389) trips this year



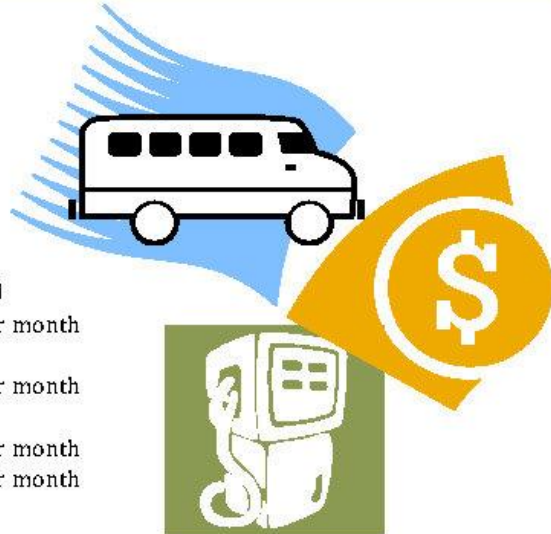
Source: Three Rivers Regional Commission, Mobility Manager

Transit Operations Snapshot—6-County 5311 Rural Program

FY2016: July 2015 through June 2016

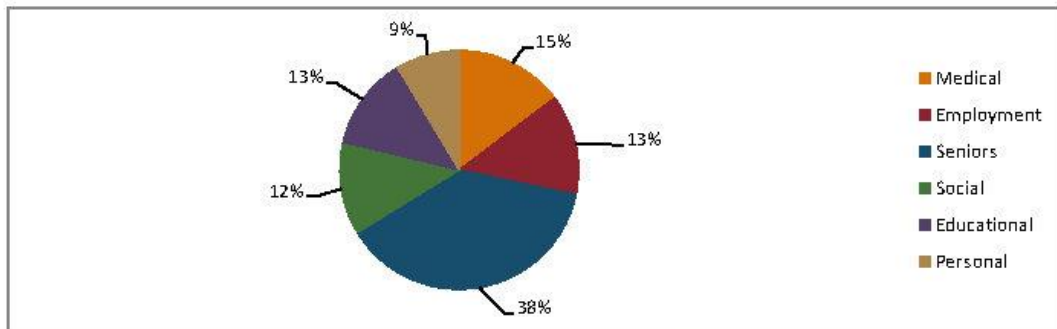
Operational Totals YTD

Total Trips:	78,517
Total Miles:	594,852
Service Hours:	33,099
Total Gallons:	68,246



Operational Averages (12 vehicles)

Avg. Trips:	545	per vehicle per month
Avg. Distance:	7.58	miles per trip
Avg. Gallons:	474	per vehicle per month
Avg. Fuel Price:	\$ 2.02	per gallon
Avg. Miles:	4,131	per vehicle per month
Avg. Service Hours:	230	per vehicle per month



Source: Three Rivers Regional Commission, Mobility Manager; 6-County - Butler, Clinton, Meriwether, Pike, Spalding, Upson

DEMAND ESTIMATION / NEEDS ASSESSMENT

DEMAND EVALUATION

The Lamar County component of the Three Rivers Regional Commission (TRRC) regional transit system has the potential to be the highest trip generating area of the system. Local surveys indicate that 58% of transit ridership on Lamar County vehicles is employment related, and 32% of transit trips are senior citizens. It is logical to assume that the availability of local transit greatly assists citizens with obtaining and retaining employment, and provides the senior citizens with a way to continue to live independently. Transit demand will continue to grow in the coming years as more commercial development occurs, and the senior population grows

Current Demand

Currently the five vehicles in circulation are able to keep up with local demand for transit service. The TPO has not had to regularly turn away call in requests for public trips. However, trip volume has been steadily increasing as marketing efforts have been underway. If trip volume continues to increase to the point to where all Lamar vehicles are averaging 465 trips per month, then a request to add more vehicles should be considered or it is likely that additional trip orders will have to be denied due to a lack of capacity.

Criteria (Any Combination)	Exceeded Standards	Met Standards	Did Not Meet Standards
495 Trips Per Month	X		
209 Service Hours	X		
3,970 Vehicle Miles	X		
10% Farebox Target	X		

Lamar - System Usage FY17 (July 2016 – April 2017)

1. Total Trips: **10,389**
2. Avg Trips Per Month: **465**
3. Total Miles Traveled: **83,377**
4. Average Distance Per trip: **8.03 Miles**
5. Peak Usage Times: **6 to 9:30 AM & 3 to 5:30 PM**

Six – County Region - System Usage FY17 (July 2016 – April 2017)

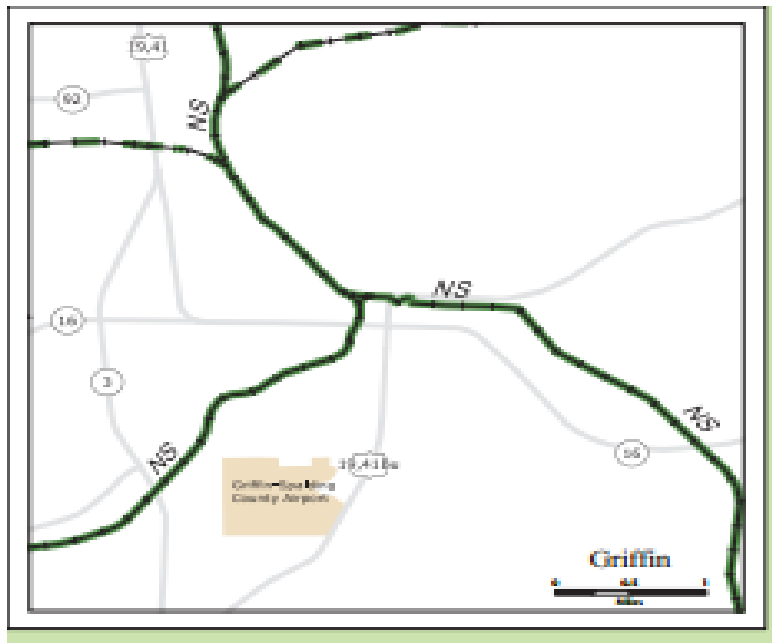
1. Total Trips: **57,212**
2. Avg Trips Per Month: **545**
3. Total Miles Traveled: **433,667**
4. Average Distance Per trip: **7.58 Miles**
5. Peak Usage Times: **6 to 9:30 AM & 3 to 5:30 PM**

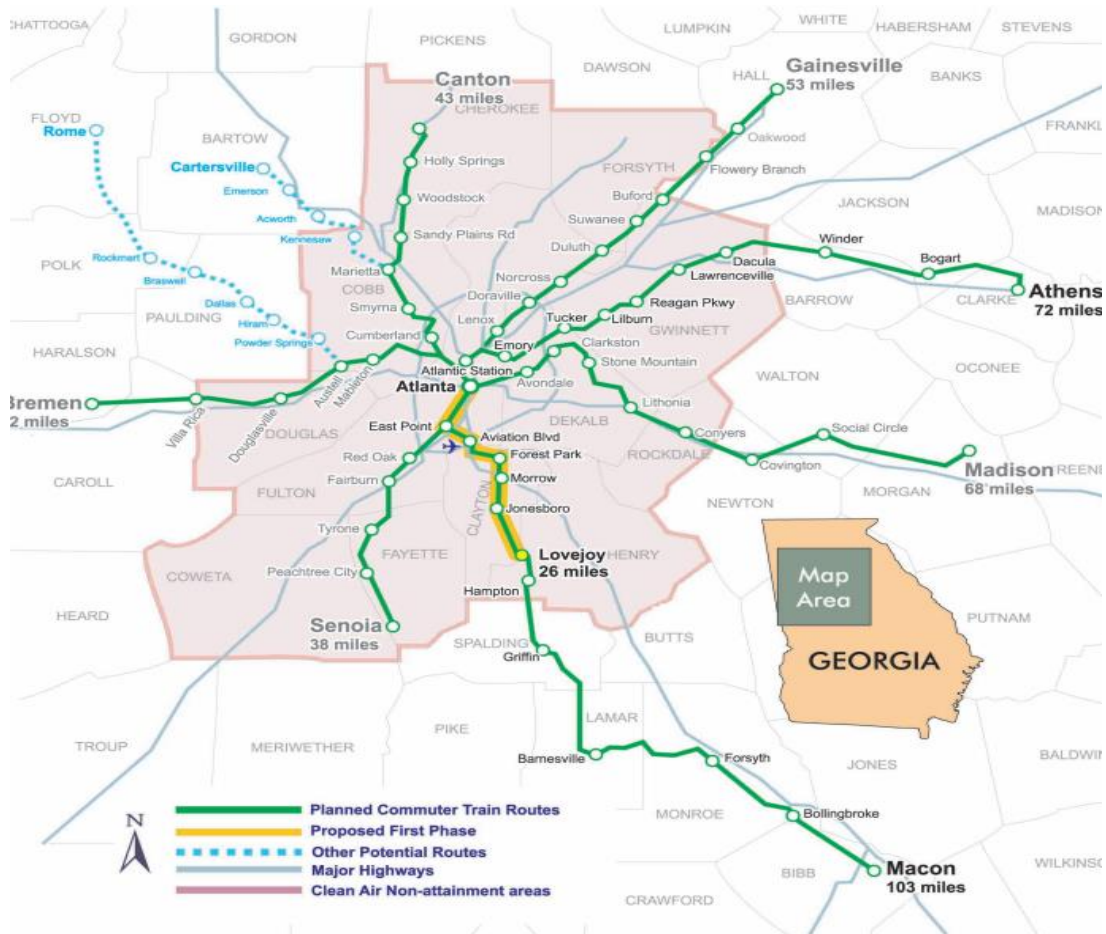
TRANSIT ALTERNATIVES AND RECOMMENDATIONS

TRANSIT ALTERNATIVES

Commuter Rail

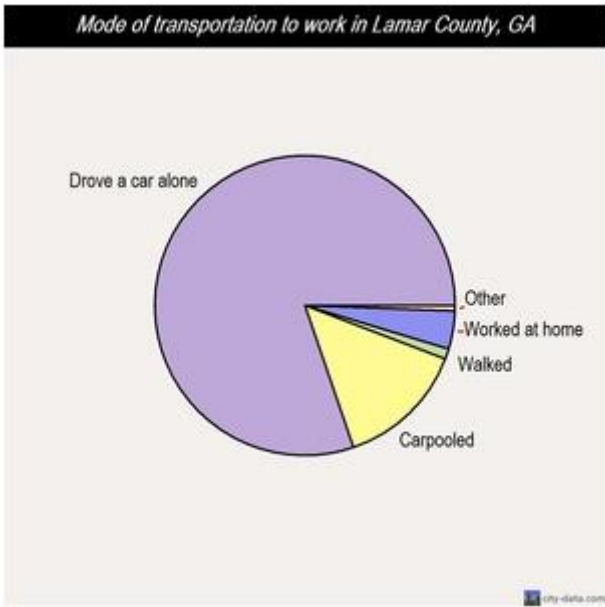
The Three Rivers Regional Commission staff wishes to note, that commuter rail has been studied extensively in the Lamar and Spalding Counties area over the last fifteen years. TRRC believes that Commuter rail would benefit several counties in the transit service area, and the rest of the TRRC region by providing a direct connection to downtown Atlanta. If commuter rail were to become a reality, Three Rivers Transit System would likely expand its capacity to become a feeder system to the commuter rail service.





The Three Rivers Regional Commission staff also wishes to note, that in recent years the commuter rail concept has regained lost momentum and the state and federal funding to start the line has been reallocated. At the current time there appears to be a lack of support to move forward with the passenger service, and without state and federal dollars to help build and operate the rail service it will not move forward.

State Road 16 in Spalding, Coweta and Carroll counties are part of the ARC's (Atlanta Regional Commission) Atlanta Strategic Truck Route Master Plan (ASTRoMaP). Roadways that are a part of the ASTRoMaP are intended to provide continuous truck routes within both the Three Rivers and Atlanta Regional Commissions' Region (see table Freight, Mobility, GRIP 10 year Plan 2016-2025). Although, State Road 16 does not pass through Lamar County it is recommended that the TRRC Rural Transit Development Plan take into consideration SR 16 and avoid unnecessary routes that would interfere with truck traffic that may cause the potential to put users of the transit into trouble.

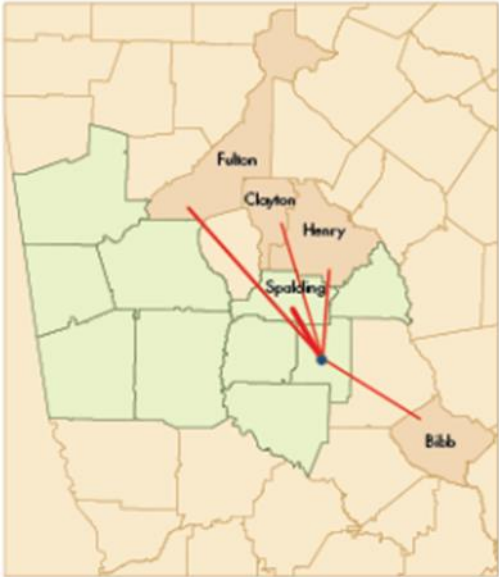


LAMAR COUNTY RESIDENTS MEANS OF TRANSPORTATION

Carpooled	1,189	17%
Drove a car alone	5,512	78%
Bus or trolley bus	27	0%
Taxi	27	0%
Bicycle	60	0%
Walked	60	1%
Other means	110	2%
Worked at home	101	1%

Commuting Patterns Outflows

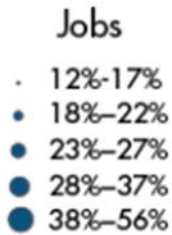
Lamar



**Top Five Work Destinations
outside County of Residence**



**Residents Working in
County of Residence**



Source: Three Rivers Workforce Development Board Local Plan, U.S. Census Bureau OnTheMap, Carl Vinson Institute of Government

Commuting Patterns Outflows

Lamar



Top Five Counties of Residence for Area Workers



Residents Working in County of Residence



Source: Three Rivers Workforce Development Board Local Plan, U.S. Census Bureau OnTheMap, Carl Vinson Institute of Government

APPENDIX A: Sample Lamar County Authorizing Resolution (Regional Participation)

APPENDIX A
AUTHORIZING RESOLUTION
BETWEEN
LAMAR COUNTY
AND
THREE RIVERS REGIONAL COMMISSION

WHEREAS, the Georgia Department of Transportation in cooperation with the Three Rivers Regional Commission has agreed to participate in the formation of a Regional 5311 Transportation System; and

WHEREAS, Lamar County has agreed to participate in this regional transportation program lead by the Three Rivers Regional Commission; and

THEREFORE, the parties agree as follows:

Article I.

The Three Rivers Regional Commission will act as the designated agency for the receipt of funds from the Georgia Department of Transportation for the purpose of operating the Three Rivers Transit System.

Lamar County will participate in a regional transportation program by entering into an agreement with the Three Rivers Regional Commission, appropriating annual transportation funds as requested, insuring public transportation vehicles assigned to the county, and appropriating funds for vehicle replacement when needed. The Three Rivers Regional Commission will utilize such funds in a manner consistent with state/federal laws and regulations, and existing agreements, for the operation and administration of the Three Rivers Transit System.

Article II.

In the event either party wishes to terminate this understanding, the terminating party will give sixty (60) days written notice to the other party.

This resolution shall become effective upon the adoption of such resolution by the governing body of Lamar County.

Chairman Lamar County

Date

APPENDIX B: Sample Lamar County Contract

APPENDIX B

**SECTION 5311 PUBLIC TRANSPORTATION
SERVICE AGREEMENT**

**FOR OPERATION OF
THREE RIVERS REGIONAL TRANSIT SYSTEM**

**BETWEEN THE
BOARD OF COMMISSIONERS OF LAMAR COUNTY**

AND

THREE RIVERS REGIONAL COMMISSION

PREAMBLE

This Agreement is made and entered into this _____ day of _____, 2017 by and between the Board of Commissioners of LAMAR County hereinafter referred to collectively as the "COUNTY"; and THREE RIVERS REGIONAL COMMISSION, hereinafter referred to as "TRRC"; and shall terminate on the 30th day of June, 2017 unless terminated earlier under other provisions of this agreement.

WHEREAS, the Georgia Department of Transportation (GDOT) in cooperation with the Three Rivers Regional Commission has agreed to participate in the formation of a Regional 5311 Public Transportation System; and

WHEREAS, LAMAR County has agreed to participate in this regional transportation system administered by the Three Rivers Regional Commission; and

NOW, THEREFORE, the parties agree as follows:

ARTICLE I

TERM OF AGREEMENT TERMINATION PROVISIONS AND ATTACHED DOCUMENTS

1. Engagement: The TRRC is retained and engaged by the counties for the purpose of operating a 49 U.S.C. 5311 public transportation program.
2. Term of Agreement: The term of Agreement shall be from July 1, 2017 through June 30, 2018.
3. Termination of Agreement: The COUNTY or TRRC reserves the right to terminate this Agreement for just cause upon 60 (sixty) days written notice to the other party.
4. Attachments:
 - a. **Attachment A: Georgia Security and Immigration Compliance Act of 2006**
 - b. **Exhibit 1: Contractor Affidavit and Agreement – EVV**

ARTICLE II

SCOPE OF WORK COUNTY RESPONSIBILITIES

1. The COUNTY will appropriate funds to operate the Section 5311 Rural Public Transportation Program for the stated contract year.
2. The COUNTY shall procure a Commercial General Liability Insurance Policy for all DOT assigned vehicles including personal and advertising liability (or Comprehensive General Liability Policy with endorsement to insure contractual liability, broad from property damage, personal injury, personal and advertising liability), and other insurance policies.

TRRC RESPONSIBILITIES

1. The TRRC will manage the day-to-day operation of the Regional 5311 Public Transportation program. The TRRC will retain and monitor a third party operator for compliance with local, state, and federal regulations.
2. The TRRC will manage the financial reporting and statistical analysis for the program, and request the appropriated funds from each participating COUNTY no more than monthly and no less than once a year.

ADDITIONAL RESPONSIBILITIES

1. The TRRC and the third party operator shall defend all lawsuits, not related to insurance claims, brought upon the FTA Section 5311 regional public transportation program (commonly known as the Three Rivers Regional Transit System), or any claim related to the aforementioned public transportation program. The TRRC agrees to pay in full all costs and expenses incidental thereto; however, a COUNTY may have the right, at its own expense, to participate in the defense of any suit, without relieving TRRC of any obligation.
2. All wages, salaries, fringe benefits, other employee costs, services, fuels, lubricants, parts, materials, taxes and the expenses required for the performance of this contract shall be supplied and paid for by the third party operator retained by the TRRC. Payment from the COUNTY to the TRRC for all expenses incurred in fulfilling the intent of this contract shall be the fund amount listed in Article IV.
3. TRRC shall operate the FTA Section 5311 Regional Public Transportation program services in accordance with the guidelines and policies set by GDOT. TRRC further agrees to maintain appropriate books, records, documents, papers, and other evidence pertaining to public transportation operations for the period of this Agreement and for three years beyond the period of this Agreement and to make such materials available for inspection, upon request by the Authorized Representative or his designee, any COUNTY, and the GDOT or their representatives.
4. Service expansions or improvements may be recommended by TRRC to the participating COUNTY. It is agreed that the TRRC must have approval and additional funds (if applicable) from the COUNTY before implementation of expansions or improvements.

ARTICLE III

SCOPE OF SERVICES SERVICES TO BE OFFERED

Services to be offered under this Agreement will be based on response to specific requests (hereinafter “demand response transportation”), within the following parameters:

1. This service (demand response transportation) will be offered only under the terms of this agreement.
2. Demand response service constitutes service with at least 24-hour advance notice. Any advance notice less than 24-hours should be worked into the regular schedule when feasible. Demand response service is either subscription service (prearranged to meet the repetitive travel needs of riders) or random service (scheduled sporadically by riders).

3. Service is available to passengers a minimum of 8 (eight) hours a day, Monday through Friday excluding holidays.
4. Passenger constitutes any resident of Butts, Lamar, Meriwether, Pike, Spalding, and Upson COUNTIES, and a passenger trip constitutes transporting one passenger one-way between two locations.

REVENUE AND EXPENSE REPORTING AND INVOICING

Fare Box Revenue: There is a fare box structure established for the transit system. The fare amount is between \$2.00 and \$2.50 per one-way passenger trip. The fare structure shall remain in force until the TRRC has sufficient data to justify a change.

ACCIDENT REPORTING

A written report must be filed with the TRRC by the TPO within 24 hours after an accident. This accident report shall describe the nature of the accident, the findings as to cause, personal injury sustained, property damage and information, and if a drug and alcohol test was administered. The TRRC will notify the COUNTY so that an insurance claim can be prepared, and an accident report will be forwarded to the COUNTY once it is received.

FEDERAL COMPLIANCE

The COUNTY and TRRC must agree as a condition of participating in the Section 5311

Rural Transportation Program, that:

1. No persons shall on the grounds of race, color, religion, creed, national origin, sex, age, or handicap be excluded from participation in, or denied the benefits of, or be subject to discrimination under any project, program, or activity for which this recipient receives federal financial assistance from the Federal Transit Act;
2. TRRC or its third party operator shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin;

3. TRRC or its third party operator will conduct any program or operate any facility that receives or benefits from federal financial assistance administered by the Department of Transportation in compliance with all requirements imposed by or pursuant to 49 CFR, Part 27, Non-discrimination on the Basis of Handicap in Federally Assisted Programs and Activities received or benefiting from Federal Financial Assistance.

ARTICLE IV

COMPENSATION

Operating & Program Administration: \$6,650

Total Compensation: \$6,650

The COUNTY's maximum obligation to the TRRC shall not exceed \$6,650 (Six thousand six hundred fifty dollars) for transit capital match, and transit operating and program administration services rendered between July 1, 2017 and June 30, 2018. Compensation will be requested no more than monthly and no less than once a year.

**On behalf of the Board of Commissioners
of LAMAR COUNTY**

Board of Commissioners

ATTEST:

Clerk, Board of Commissioners of
LAMAR COUNTY

Three Rivers Regional Commission

Lanier E. Boatwright, Executive Director

Witness

Peter Banks, TRRC Chairman

Notary Public (Seal)

TERMS OF USAGE

An Attachment to the Service Agreement Between

The Boards of Commissioners of LAMAR County

AND

THREE RIVERS REGIONAL COMMISSION

WHEREAS, the Boards of Commissioners for the aforementioned COUNTY have indicated a desire to contract with THREE RIVERS REGIONAL COMMISSION to provide public transportation services within their county area, located in the Three Rivers region; and

WHEREAS, the aforementioned COUNTY has supplied at least one vehicle for operation of a public transportation system in the Three Rivers region.

THEREFORE, the parties agree to the following, as an Attachment to their Service Agreement as referenced above:

1. THREE RIVERS REGIONAL COMMISSION and its TPO will have the right to operate and manage vehicles placed by the above named COUNTY into the Three Rivers Regional Transit System, an FTA Section 5311 program.
2. THREE RIVERS REGIONAL COMMISSION will follow all state and federal laws regarding the safe operation of any vehicle placed in the Three Rivers Regional Transit System.
3. THREE RIVERS REGIONAL COMMISSION recognizes that program vehicles are the property of the respective COUNTY, and will treat said property with proper care and attention. Nothing in the "Terms of Usage" shall constrain the COUNTY from its rights of ownership and supervision over respective program vehicles.
4. THREE RIVERS REGIONAL COMMISSION acknowledges the following: Should the COUNTY withdraw from the main Service Agreement, program vehicle(s) must be returned to the county.

This "Terms of Usage" agreement is effective only upon execution of the main agreement between the COUNTIES and THREE RIVERS REGIONAL COMMISSION. Termination of the main agreement automatically eliminates any claim the TRRC may have pertaining to rights of operation for said program vehicles.

APPENDIX C: Sample Press Release

APPENDIX C

Sample Press Release

Three Rivers Regional Commission

Post Office Box 818

Griffin, Georgia 30224

DATE: **July 1, 2017**
CONTACT: Robert Hiett
TITLE: Governmental Services Division Director
PHONE: (678) 692-0510

PRESS RELEASE

FOR IMMEDIATE DISTRIBUTION

**PUBLIC TRANSPORTATION IN
BUTTS, LAMAR, MERIWETHER, PIKE, SPALDING, AND UPSON COUNTIES**



The regional public transportation program provides public transportation for residents of Butts, Lamar, Meriwether, Pike, Spalding, and Upson Counties, and has operated in the region since 1999. The regional public transportation program is administered by the Three Rivers Regional Commission on behalf of its participating governments.

The regional public transportation program operates under a “demand response” model which means that there are no fixed routes, bus stops, or pick up times. With a demand response model residents call in and order a trip 24 hours in advance, and daily routes are generated based on the destinations requested. The transportation operator will attempt to accommodate all callers for the times they request. During peak times (**8:00 am to 10:00 am and 2:00 pm to 5:00 pm**) the system may be at or near full capacity, and trips scheduled during off peak times (**10:00 am to 1:30 pm**) have the most seating capacity available.

In order to schedule a trip on the public transportation system, **please call 1-855-407-RIDE (7433)**. The fee is \$2.00 per one way trip (\$3.00 for Meriwether County), and the service is offered Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

APPENDIX D: Sample Marketing Advertisement

APPENDIX D

FY 2017 Transit Brochure Page 1

When you need Transportation to or from:

*Medical Appointment
Hospital (non-emergency)
Employment (Limited)
Senior Center
Bank
Educational Facilities
Shopping
Social Outings
and many other places..*

**You can count on
Three Rivers Transit!**

**Call Toll Free:
(855) 407-7433
RIDE**

Call us today!

It is the policy of Three Rivers Transit that no individual shall solely by reason of race, age, sex, color, religion, national origin, political affiliation, or disability be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program receiving federal funds.



For additional information regarding the discrimination policies and/or procedures in filing a complaint:

Regional Contact:

**Mamie Tomys, Transit Administrator
Phone: (678) 692-0510**



DIAL A RIDE —

Toll Free:



*"When you need
transportation...."*

Proudly serving the counties of:

**Butts, Lamar, Meriwether, Pike,
Spalding and Upson**

****Mamie Tomys is no longer with the Three Rivers Regional Commission.**

Hours of Operation

Monday-Friday—8:00 am—5:00 pm
(Excluding Holidays)

Cost of Rides

\$2.00 for each stop in Butts, Lamar, Pike, Spalding, and Upson Counties

\$3.00 for each stop in Meriwether County

Fares must be paid at time of boarding or prior to pick up.

Drivers cannot make change or extend credit.

Scheduling Your Ride

Transit operates on a “first come, first serve” basis and requires at least a 24-hour notice to schedule a trip. All stops must be scheduled when appointment is made.

What do I do if the transit vehicle is late?

Call the Transit office at (855) 407-7433, and we will check the status of the vehicle’s arrival time.

What if I have questions?

If you have a question, complaint, compliment or simply a suggestion, please call: (855) 407-7433.

Passenger Rules

- ❑ Safety is our first priority; therefore, seat belts are to be used at ALL times.
- ❑ Children under the age of 16 must be accompanied by a parent or guardian.
- ❑ Child care seats are required for children ages 5 and under. Parents are responsible for providing and securing the car seat prior to the trip.
- ❑ No school bus service is provided.
- ❑ Animals, other than “Service Animals” are not allowed.
- ❑ Limit packages to no more than what the passenger can carry. Packages must be stowed under the seats or in the back of the vehicle to avoid any unsafe hazardous exiting or entering by others. Aisle must remain clear at all times.
- ❑ No smoking/eating/drinking allowed in vehicles.
- ❑ Absolutely no alcohol, illegal drugs or weapons allowed. Riders who appear to be under the influence of alcohol or illegal drugs may be denied transportation service.
- ❑ No hazardous, combustible, or flammable chemicals allowed at any time.
- ❑ Inappropriate behavior which presents a danger or nuisance to other passengers or transit staff will not be tolerated; this includes, but is not limited to, verbal or physical violence, offensive language, gestures or threats.
- ❑ Drivers will wait at the scheduled pick up point five (5) minutes. Riders should make every effort to be ready and waiting at the scheduled pick up time. (Note: Driver will not be sent back once vehicle is in route after the five (5) minute wait time has lapsed. This holds true for forgotten items.)
- ❑ Riders with two (2) no shows without prior notice or cancellation will be suspended from ridership for a two (2) week period and may result in the denial of future public transportation services.
- ❑ Demand response public transit cannot guarantee “daily” transport for work or school commutes.

Thank you for riding with us!

APPENDIX E: Six County Capital and Operating Budget Projections

APPENDIX E

2017 SECTION 5311 APPLICATION BUDGET	
EXHIBIT 3	
Operating Period: From: 7-1-16 To: 6-30-17	
County/City: Three Rivers Regional Commission (Butts, Lamar, Meriwether, Pike, Spalding, Upson)	
Part A: Expenditures Estimate	
Line Item Description	TOTAL BUDGET
ADMINISTRATIVE BUDGET	
1. Director Salary	71,000.00
2. Supervisory Salary	42,120.00
3. Bookkeeper Salary	4,911.92
4. Secretary Salary	2,084.16
5. Training	1,320.00
6. Marketing	1,500.00
7. Telephone	3,000.00
8. Office Supplies	6,000.00
9. Facilities/Rental	41,724.00
10. Computer Software Maintenance	2,050.00
11. Audit	3,412.50
12. Other	-
SUM OF LINES 1-12 = ADMIN BUDGET	179,122.58
13. Driver Salary	503,360.00
14. Dispatcher Salary	26,642.62
15. Mechanic Salary	
16. Fuel	339,695.40
17. Oil	
18. Tires	
19. Parts	-
20. Maintenance and Repair	46,750.00
21. Vehicle Insurance	2,408.70
22. Drug and Alcohol Testing	2,500.00
23. License	
24. Uniforms	
25. Fringe Benefits	36,000.00
26. Other (Communications)	35,746.20
27. EXPENSE TOTAL (sum of lines 1-25)	1,172,225.50
NET OPERATING DEFICIT SUMMARY	
28. Less Purchase of Service Revenue	-
29. Net Operating Expense (Line 26 minus 27)	1,172,225.50
30. Less Fare Revenue (10% of line 28)	117,222.55
31. Net Operating Deficit (line 28 minus 29)	1,055,002.95

NET DEFICIT FINANCIAL SUMMARY	
32. Purchase of Service Income	0
33. Net Local Match (50% of line 30)	527,501.48
34. Excess Purchase of Service Income Above Local Match (line 31 minus 32)	0

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Part B: Net Operating Budget			
Line Item Description	Total Budgeted Costs	Federal Share (50%)	Local Share (50%)
35. Net Operating Deficit (line 30)	1,055,002.95	527,501.48	527,501.48
36. Less Excess Purchase of Service Income above Local Match (line 33)	0	0.00	0.00
37. OPERATING BUDGET TOTAL (line 34 minus 35)	1,055,002.95	527,501.48	527,501.48

Part C: Capital Expenditures Estimate						
CAPITAL BUDGET	A	B	C	D	E	F
Equipment Description	Unit Cost	No. of Units	Total Costs	Federal (80%)	State (10%)	Local (10%)
38. Standard Van				0	0	0
39. Modified Van				0	0	0
40. Conversion Van				0	0	0
41. Conversion Van/Lift				0	0	0
42. Shuttle Van	0	0	0	0	0	0
43. Shuttle Van/Lift	0	0	0	0	0	0
44. Shuttle Bus				0	0	0
45. Shuttle Bus/Lift		0	0	0	0	0
46. Mobile Radio Unit				0	0	0
47. Base Station				0	0	0
48. Computer, Printer, Software				0	0	0
49. Computer & Dispatching Software				0	0	0
50. Other (Cameras)	3,000	16	48,000	38,400	4,800	4,800
51. Other				0	0	0
52. Capital Budget Total (sum of lines 37 thru 50)			48,000	38,400	4,800	4,800

Part D: BUDGET SUMMARY				
	A	B	C	D
Budget Totals	Total	Federal	State	Local
53. Operating Budget Total (line 36)	1,055,002.95	527,501.475		527,501.475
54. Capital Budget Total (line 51)	48,000.00	38,400.00	4,800.00	4,800.00
Grand Total (sum of lines 52 and 53)	1,103,002.95	565,901.475	4,800.00	532,301.475