

**CITY OF PAPIILLION
MAYOR AND CITY COUNCIL REPORT
JUNE 6, 2023, AGENDA**

Subject:	Type:	Submitted By:
Mayor and Council to approve the yearly Nebraska Public Transportation Assistance Program contract to allow the Papillion Special Transportation Bus Service to operate for seniors and people with disabilities in our community for the 2023-24 fiscal years.	Resolution # R23-0101	Tracy Stratman Director of Recreation

SYNOPSIS:

Resolution # R23-0101 will allow the City of Papillion to enter into a contract with the Nebraska Public Transportation Assistance Program to provide specialized transportation services to seniors and people with disabilities in the City of Papillion for the 2023-24 fiscal year, as well as define public transportation routes throughout the city of Papillion.

FISCAL IMPACT:

The City of Papillion shares the cost of providing transportation services with the Nebraska Public Transportation Assistance Program. Our 2022-24 budgets will receive matching funds for \$36,582.19 from said organization to cost share our special transportation service in Papillion.

RECOMMENDATION:

Recommend approval.

BACKGROUND:

The City of Papillion has worked with the Nebraska Public Transportation Assistance Program for many years to provide the above services for Papillion residents. No changes have been made to the proposed budget from our previous year's arrangements for this service.

ATTACHMENTS:

Resolution # R23-0101

Copy of the application

RESOLUTION NO R23-0101

WHEREAS, this contract is made and entered into this 6th day of June by and between the NEBRASKA PUBLIC TRANSPORTATION ASSISTANCE PROGRAM and the CITY OF PAPIILLION; and

WHEREAS, the City of Papillion has agreed to provide a specialized transportation service for seniors and individuals with disabilities in the Papillion area; and

WHEREAS, the City of Papillion agrees to provide a specialized transportation service to the City of Papillion between the hours of 7:30 a.m. and 4:00 p.m. Monday through Friday, 52 weeks per year; and

WHEREAS, the Nebraska Public Transportation Assistance Program agrees to pay the City of Papillion \$36,582.19 to assist with the provision of said special transportation service;

THEREFORE, BE IT RESOLVED by the Mayor and City Council that the City of Papillion will enter into a contract with the Nebraska Public Transportation Assistance Program for the specific purpose of providing a specialized transportation service for older citizens and citizens with disabilities in the Papillion Area.

PASSED AND APPROVED THIS 6th DAY OF JUNE 2023.

David P. Black
Mayor

Attest:

Nicole Brown
City Clerk

Application for the Nebraska Public Transportation Assistance Program

I	Project Name: City of Papillion Special Transportation Bus Service					
II	SPONSORING CONTRACTOR			VII	SAM.GOV UEI	
Legal Name: City of Papillion				47-6006318		
Address: 1046 W Lincoln Street Papillion NE 68046				VIII	BUDGET SUMMARY	
				COSTS		
Telephone: 402-597-2059				1	Personnel <i>(Enter from Page 3)</i>	\$ 62,730.37
Executive Officer's Name: David P. Black				2	Administrative <i>(Enter from Page 4)</i>	4,034.00
Title: Mayor				3	Special Services <i>(Enter from Page 4)</i>	400.00
III	SUBCONTRACTOR (if any)			4	Building Space and Utilities <i>(Enter from Page 5)</i>	0.00
Legal Name:				5	Fuel <i>(Enter from Page 5)</i>	8,500.00
Address:				6	Lubrication, Maintenance, Parts and Supplies <i>(Enter from Page 5)</i>	3,800.00
Telephone:				7	Other <i>(Enter from Page 5)</i>	0.00
Executive Officer's Name:				8	Total Operating Costs <i>(Total of Lines 1-7 above)</i>	\$ 79,464.37
Title:						
<i>(Check one below)</i>						
<input type="checkbox"/> Private for Profit <input type="checkbox"/> Private Nonprofit <input checked="" type="checkbox"/> Public				INCOME		
IV	Name of Person to be Responsible for Daily Operation of Project: Donna Monteagle			9	Project Income <i>(Enter from Page 6)</i>	\$ 6,300.00
V	IDENTIFY THE PERIOD FOR WHICH FUNDS ARE BEING REQUESTED					
FROM			UNTIL			
MONTH	DAY	YEAR	MONTH	DAY	YEAR	
July	1	2023	June	30	2024	
VI	PERSON WHO PREPARED THIS APPLICATION			10	Net Operating Deficit <i>(Line 8 minus Line 9, if any)</i>	73,164.37
Name: Donna Monteagle				11	Federal Contribution <i>(Enter from Page 6)</i>	0.00
Address: 1046 W Lincoln Street Papillion NE 68046				12	Net Eligible Operating Deficit <i>(Line 10 minus Line 11, if any)</i>	\$ 73,164.37
Telephone: 402-597-2059				13	Local Matching Revenue <i>(Enter from Page 6)</i>	36,582.19
				14	State Funds Requested	\$ 36,582.19
NAME AND TITLE OF INDIVIDUAL AUTHORIZED TO COMMIT LOCAL FUNDS TO THIS APPLICATION ON BEHALF OF SPONSORING CONTRACTOR						
Name: David P. Black			Title: <i>(Mayor, City Administrator, Chairman of County Board, or Chairman of Governing Board)</i> Mayor			
Signature:					Date:	
FOR STATE OFFICE USE ONLY						
Project No.:				Project Period: 7/1/23 – 6/30/24		Project Year: 24

Transportation Service

Give total number of vehicles in operation. Give type and capacity of vehicles. Also, list whether or not vehicles have wheelchair lifts or ramps for wheelchairs. (Examples of type of vehicle include: transit bus, school bus, van, etc.)

TYPE OF VEHICLE	NUMBER OF VEHICLES	VEHICLE CAPACITY	VEHICLES WITH WHEELCHAIR LIFTS	VEHICLES WITH WHEELCHAIR RAMPS	VEHICLES WITHOUT LIFTS OR RAMPS
Small Transit Bus	2	15	2		

Define the geographical boundaries of the area being provided transportation service. Describe the type and frequency of service (*Dial-a-Ride, scheduled route, etc.*).

The elderly and disabled who reside within the City of Papillion jurisdiction can utilize the City of Papillion Special Transportation Bus Service.

The bus service covers a 10-mile radius from the City of Papillion City Hall location for medical appointments that take place on Monday, Wednesday and Friday.

The bus service is limited to locations within the City of Papillion boundaries for shopping and errand appointments that take place on Tuesday and Thursday.

Appointments are made at least 24 hours in advance on a first come first serve basis. Our routes are not predetermined; they are based on the needs of each patron on a daily basis.

Describe how your transportation service coordinates with other transportation systems (if applicable).

Metro Area Transit - No demand service or the elderly.

ENOA has limited their bus services to rural areas and is no longer serving the Metro areas.

There is a private transportation service in Papillion that will serve Papillion and has a 50-mile radius. The cost for this service is \$40.00 each way plus \$1.00 per mile and is not affordable to most elderly and disabled individuals.

There are other entities in Papillion that provided limited transportation for their own residents or clients, such as Papillion Manor, Trinity Courtyard and the Wel-Life Center. However, these services are not available to the general elderly and disabled residents of Papillion.

There is no coordination possible with Metro Area Transit or other individual nursing care centers. The Papillion Special Transportation Service is the only means of transportation for at least 95% of our ridership.

Project Name: City of Papillion Special Transportation Bus Service	Fiscal Year: 24
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Transportation Service

In what way does your system provide for the transportation needs of the elderly and disabled?
 The City of Papillion's Special Transportation Service is specifically designed to assist the senior and adult handicapped population in Papillion with the goal of improving/maintaining their quality of life, promoting independence in their homes and providing a safe/low cost transportation service for them in the community.

Curb-to-Curb service is provided and individuals needing further assistance are permitted to bring a helper along at no additional cost.

The City of Papillon provides free rides for Senior Citizens to and from the hot meal site in the 55+ Club (formerly the Papillion Senior Center) weekly, Monday through Friday. This averages approximately 1600 boardings per year that is of no cost to the senior citizen.

ITEMIZED BUDGET	PERSONNEL COSTS					
a	b	c	d	e	f	
PERSONNEL JOB TITLE OR CLASSIFICATION	NUMBER OF EMPLOYEES	PROJECT SALARIES <i>Yearly</i>	EMPLOYER'S SHARE OF FICA <i>Yearly</i>	FRINGE BENEFITS <i>(Detail in Budget Narrative or Notes)</i> <i>Yearly</i>	TOTAL PERSONNEL COSTS <i>(Total of Items C, D, & E for each line entry)</i> <i>Yearly</i>	
Bus Driver	1	\$13650.00	\$1044.23		\$14,694.23	
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Bus Driver	1	\$15600.00	\$1193.40		\$16,793.40	
Administrative	1	\$6480.00	\$495.72		\$6,975.72	
Administrative	1	\$4860.00	\$371.79		\$5,231.79	
Mechanical	1	\$4033.00	\$308.00		\$4,341.00	
Totals		\$58,273.00	\$4,457.37		\$62,730.37	
Grand Total of Personnel Costs <i>(Enter on Line VIII-1 of Page 1)</i>					\$62,730.37	

Project Name:	City of Papillion Special Transportation Bus Service	Fiscal Year:	24
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ITEMIZED BUDGET	ADMINISTRATIVE COSTS	
	ITEMIZED DESCRIPTION	COST
	Vehicle Insurance	2,234.00
	Cellular Phone Service	1,000.00
	Training - Driver Safety Training. Fist Aid, CPR and AED Certification	500.00
	Employment - Human Resources New Hire Expenses	300.00
	Total Administrative Costs (Enter on Line VIII-2 of Page 1)	\$4,034.00

Administrative Costs Budget Narrative or Notes:

ITEMIZED BUDGET	SPECIAL SERVICES COSTS	
	ITEMIZED DESCRIPTION	COST
	Uniforms	400.00
	Total Special Services Costs (Enter on Line VIII-3 of Page 1)	\$400.00

Special Services Costs Budget Narrative or Notes:

Project Name:	City of Papillion Special Transportation Bus Service	Fiscal Year:	24
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ITEMIZED BUDGET	BUILDING SPACE AND UTILITIES COSTS	
	ITEMIZED DESCRIPTION	COST
	Total Building Space and Utilities Costs (Enter on Line VIII-4 of Page 1)	\$0.00

Building Space and Utilities Costs Budget Narrative or Notes:

ITEMIZED BUDGET	FUEL	
	ITEMIZED DESCRIPTION	COST
	Bus 51 and 42	8,500.00
	Total Fuel (Enter on Line VIII-5 of Page 1)	\$8,500.00

ITEMIZED BUDGET	MAINTENANCE, PARTS AND SUPPLIES	
	ITEMIZED DESCRIPTION	COST
	Mechanical repairs and parts	3,000.00
	Maintenance supplies for oil, lubrication, fluids	700.00
	Cleaning supplies, keys, weather accessories	100.00
	Total Lubrication, Maintenance, Parts and Supplies Costs (Enter on Line VIII-6 of Page 1)	\$3,800.00

ITEMIZED BUDGET	OTHER COSTS (Including Equipment Rental)	
	ITEMIZED DESCRIPTION	COST
	Total Other Costs (Enter on Line VIII-7 of Page 1)	\$0.00

Project Name: City of Papillion Special Transportation Bus Service	Fiscal Year: 24
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ITEMIZED BUDGET	ESTIMATED PROJECT INCOME			
SOURCES	UNIT DESCRIPTION	NO. OF UNITS	UNIT RATE	AMOUNT
Elderly or Disabled	Inside City of Papillion	3,500	1.00	3,500.00
Elderly or Disabled	Outside City of Papillion - Omaha, LaVista, Bellevue, Ralston	1,300	2.00	2,600.00
Non-elderly or Non-disabled	Inside and outside City of Papillion	50	4.00	200.00
Total Project Income (Enter on Line VIII-9 of Page 1)				\$6,300.00

ITEMIZED BUDGET	FEDERAL CONTRIBUTION	
SOURCES	AMOUNT	
Total Federal Contribution (Enter on Line VIII-11 of Page 1)		\$0.00

ITEMIZED BUDGET	LOCAL MATCHING REVENUE	
SOURCES	AMOUNT	
City of Papillion General Fund	36,582.19	
Total Matching Revenue (Enter on Line VIII-13 of Page 1)		\$36,582.19