29206 - Metro Flex On-Demand Mobility Service Pilot

Application Details

Funding Opportunity: 27548-2025-2027 Consolidated Grant Program - Operating

Funding Opportunity Due Date: Sep 17, 2024 3:01 PM
Program Area: Consolidated Grant Program

Status:SubmittedStage:Final Application

Initial Submit Date: Sep 17, 2024 2:59 PM
Initially Submitted By: John Larson-Friend

Last Submit Date: Last Submitted By:

Contact Information

Primary Contact Information

Name: Mr. John Middle Name Larson-Friend

Salutation First Name Last Name

Title:

Email*: johnlf@issaquahwa.org

Address*: 670 1st Ave NE

IssaquahWashington98027-2523CityState/ProvincePostal Code/Zip

Phone*: (425) 837-3422 Ext.

Phone ####-#####

Fax: ###-####

Organization Information

Legal Name*: City of Issaquah

DBA Name*: City of Issaquah

Organization Type*: City Government

Unique Entity Identifier (UEI): RRHFM9PZJEK3

Organization Website: (Please enter http://... for this field)

Physical Address*: 130 E Sunset Way

IssaquahWashington98027-3445CityState/ProvincePostal Code/Zip

Mailing Address*: PO Box 1307

Issaquah Washington 98027-0051
City State/Province Postal Code/Zip

Remit to Address*: PO Box 1307

IssaquahWashington98027-0051CltyState/ProvincePostal Code/Zip

Phone*: (425) 837-3400 Ext.

###-###-####

June

Fax: ###-####

Fiscal Year End

Last day of*:

0.00%

Indirect Cost Rate:

IDR Expiration Date:

Organization Contact Information

Organization Contact Information

Organization Director

Name*: Mary Lou Pauly

First Name Last Name

Mayor Mayor@issaquahwa.gov

Title Email Address

Applicant Contact

Name*: John Larson-Friend

First Name Last Name

Transportation Program Coordinator johnlf@issaquahwa.gov

Title Email Address

Project Contact

Name: First Name Last Name

Title Email Address

Summary of Project Information

Summary of Project Information

NOTE:

OPERATING- General operating assistance: Select this option if your organization is a transit agency and you are submitting an application for only one operating project that includes all of the transportation services your organization provides (maximum grant request of \$ 1.5 million).

OPERATING - Operating assistance for a specific service: Select this option if your organization is submitting an application for specific services you provide.

Operating Type*: Operating assistance for a specific service

Refer to the glossary in the Consolidated Grant Guidebook for service-type definitions.

Service Type*: Demand-response

Need for Service*: Sustain existing service

Checking yes to federal funds means that your organization is willing and able to comply with the associated federal requirements such as federal drug and alcohol testing procedures or Title VI activities and disadvantaged business enterprise (DBE). For an example of last biennium's federal requirements see the Consolidated Grant Guidebook.

Willing to Accept FTA funds for the

biennium?*:

Yes

Select all of the Congressional District(s), Legislative District(s), and County(ies) the project will serve (include entire project area).

Congressional & Legislative District map

Congressional District(s)*: 8

Legislative District(s)*: 05,41,45

County(ies)*: King

Scope of Work

Scope of Work

Select the Regional Transportation Planning Organization / Metropolitan Planning Organization (RTPO/MPO) that will be ranking this project from the drop-down menu.

RTPO/MPO*: Puget Sound Regional Council

Project Description

Provide a brief, high-level description of what your project proposes to do (address who, what, when, and where).

This may be used to describe your project to the Legislature.

Proposed scope/description of the work*:

Issaquah's Metro Flex is an on-demand transit service for residents and visitors. Operating weekdays 7 AM-6 PM and Saturdays 9 AM-6 PM, it provides rides within Issaquah for the cost of a bus fare. Users can book rides via an app or phone, ensuring equitable, convenient, and affordable travel within the local Issaquah-Sammamish service area.

Project Need

Why is this project needed, and how does this proposal address the need?

Include a description of the transportation problem that matches the need expressed in the Coordinated Public Transit-Human Services Transportation Plan (CPT-HSTP), how the problem was identified, and how the proposed project will address the problem.

Need*:

The Issaquah Sammamish Metro Flex program is essential for addressing several critical transportation needs identified in the Regional Transportation Plan. It provides more transportation services during off-peak hours and weekends, ensuring that residents have access to transportation when they need it most. The program improves access to health and wellness destinations, such as hospitals and clinics, which is particularly important for seniors and individuals with disabilities. It offers affordable transportation options for low-income families, reducing the financial burden and supporting economic mobility. The program ensures connected ADA-accessible infrastructure, making transportation more inclusive and equitable. It enhances regional coordination by integrating with existing transit services and working closely with local agencies. The program offers flexible scheduling for ADA paratransit and other demand response services, allowing users to book rides at their convenience. It invests in driver communication and training to ensure that drivers are well-equipped to handle the diverse needs of passengers. Finally, the program prioritizes rider comfort and safety by maintaining high standards for vehicle cleanliness, implementing safety measures, and providing a user-friendly booking system. Overall, the Issaquah Sammamish Metro Flex program plays a crucial role in enhancing mobility, accessibility, and quality of life for residents in Issaquah. (See attachment A)

Area Served

Is this project primarily serving a rural No

area?*: Any service that supports public transportation in rural areas with populations less than 50,000.

Is this project primarily serving the Seattle, Ye

Tacoma, Everett urbanized area?:

Special Needs Transportation

To be eligible for funding for special needs transportation, applicants must address how their project advances the efficiency in, accessibility to, or coordination of transportation services provided to persons with special transportation needs, defined in RCW 81.66.010(3)

Advance efficiencies in, accessibility to, or Yes coordination of special needs

transportation *:

Describe how your project advances these areas, and how you are going about developing these advancements. Additionally, identify the special needs population(s) to be served by this project.

Special Needs Transportation:

The Issaquah Metro Flex program is an innovative on-demand transit service designed to enhance the efficiency, accessibility, and coordination of transportation services for individuals with special transportation needs. This program aims to provide flexible, affordable, and accessible transportation options for all, especially those with disabilities, seniors, and low-income individuals.

Accessibility is a cornerstone of the Metro Flex program. The service includes wheelchair-accessible vehicles and accommodates various mobility needs. Users can specify their requirements in the app or via phone, ensuring that appropriate vehicles are dispatched. Additionally, the service operates within a short walking distance of pickup and drop-off points, making it easier for individuals with mobility challenges to access transportation. Riders can also indicate any disabilities in the app and the driver will arrive at the requester's location.

Metro Flex integrates seamlessly with the existing King County Metro transit system, including the ORCA Card system, which allows for free transfers between Metro Flex and other public transit options. This integration enhances the overall coordination of transportation services, providing a cohesive and user-friendly experience for riders. The program also collaborates with local organizations to ensure that the needs of the special transportation population are met effectively.

The Metro Flex program primarily serves individuals with disabilities, seniors, and low-income users in Issaquah and Sammamish. By providing reliable and accessible transportation, the program aims to improve the quality of life for these populations, enabling them to access essential services, employment, education, and recreational activities.

Project Staff

Provide the names and experience of the key staff who will be working on this project, including their experience managing projects similar to the proposed project.

Project Staff*:

John Larson-Friend, MA, AICP manages the city side of the Metro Flex contract with King County Metro. John LF is the project manager of multiple city projects, including Commute Trip Reduction, Traffic Calming, and the Squak Mt Non-Motorized Improvement Project.

John Mortenson, PE is Issaquah's Transportation Engineering Manager. John M directly oversees John LF's work and has 20 years of project management experience.

Brian Henry is a King County Metro Transportation Planner and manages Eastside On-Demand programs, including Metro Flex. Brian was a key player in promoting the service to Issaquah's City Council and continues to provide support to the Issaquah team.

Mitchell Brown is a King County Metro Transportation Planner who implements the Metro Flex program in nine service areas across the region, including Issaguah and Sammamish.

Relationship to Other Projects

Relationship to Other Projects

Is this project dependent on any other No projects submitted by your organization?*:

Did you, or will you, apply for this project in No another grant program this biennium?*:

Have you applied for the same project in a prior biennium and did not receive funding?*:

Are you applying for other projects within this funding opportunity?*:

implementation

No

service area

No

Planning and Coordination

Coordinated Public Transit - Human Services Transportation Plan

Coordinated Public Transit - Human Services Transportation Plan	Bement	Page number(s) or TBD	How is the need in the CPT-HSTP met by this project?
гіан	шентенц	OI IBD	now is the need in the GF1-161F met by this project:
	Regional	41	In PSRC's Regional Transportation Plan, Mobility Need #2 states, "More transportation services at times when they are

feeder-to-fixed route transportation services in area not well served by regular transit...". The Metro Flex program helps to

fulfill the need for innovative alternatives to typical transportation options by providing an accessible system within the

Project Coordination

Describe coordination efforts. Include details such as:

- o Inclusion in regional plans.
- What prioritized strategies are being addressed?
- Who was involved in defining the problem?
- o Other alternatives that were/are being considered for solving the problem.
- Demonstrations of local/regional coordination for implementing the proposed project.

Coordination Efforts*:

The Issaquah Metro Flex on-demand service is a collaborative initiative designed to enhance local transit options through strategic planning and collaborator involvement. It is integrated into King County Metro's broader regional mobility plans, aligning with Issaquah's Comprehensive Plan, Mobility Implementation Plan, and PSRC's Coordinated Mobility Plan to address mobility gaps. Issaquah's Mobility Implementation Plan (MIP) and Comp Plan both specify goals to "Expand transit access to neighborhoods that are not currently serviced by transit (MIP 6.3 & T Policy F.3). The MIP goes on to list the following strategy: "Partner with public agencies and/or private companies to pilot new types of small-scale services in neighborhoods that are not currently served by transit." The service prioritizes improving accessibility for underserved neighborhoods, enhancing connectivity to major transit hubs, and offering flexible, convenient on-demand options, including wheelchair-accessible vehicles. Key collaborators include King County Metro, the City of Issaquah, and Via to Transit Seattle, who collectively defined the problem and developed the solution.

Alternatives such as expanding fixed-route bus services, partnering with private ride-sharing companies, and implementing community shuttles were considered but found less effective in terms of flexibility, cost, and scalability. Demonstrations of local and regional coordination include pilot programs in other areas of King County, ongoing community engagement, and the integration of technology through the Metro Flex app and ORCA card system. These efforts aim to provide a more accessible, flexible, and efficient transit solution for Issaquah and Sammamish.

By checking this box, you acknowledge that you coordinated or will coordinate this project with the planning organization(s) within the region(s) this project serves.*:

How does your project connect to, coordinate with, leverage, or enhance other modes of transportation in your service area (i.e., aviation, intercity bus or rail, park and rides, bicycle/pedestrian)?

Include in your response how the multimodal partnerships for this project will improve or enhance access to social services.

Yes

What efficiencies will be gained within the service area as a result of this project?

Multimodal Partnerships*:

In collaboration with King County Metro and Via to Transit Seattle, Issaquah's Metro Flex On-Demand service enhances connectivity by integrating with various transportation modes, including bus services at major transit hubs like Issaquah Transit Center and Issaquah Highlands Park & Ride. The program supports park & ride facilities, reducing urban traffic congestion and parking demand. The project addresses the community goal to reconnect the Squak Mountain and Talus neighborhoods, which have been largely cut off from the rest of the community due to hills, lack of sidewalks, and lack of transit access. The service also complements active transportation by bridging gaps for cyclists and pedestrians. Multimodal partnerships improve access to social services, connecting residents to healthcare facilities, schools, shopping centers, and recreational areas. Efficiencies gained include decreased traffic congestion, cost-effective transportation with free transfers, reduced need for additional household vehicles, flexible and responsive service with dynamic routing, and improved mobility for all, including those with disabilities. By offering a reliable alternative to personal vehicles, Metro Flex contributes to lower emissions and a more sustainable transportation network, enhancing overall mobility and access to essential services in the community.

Does this project have a planning or operating service area that crosses RTPO planning boundaries? *:

No

Budget

Duration of Project

Planning projects can only choose Two Years.

Duration of Project*: Two Years

Expenses

			,	July 1, 2023 - June				
		**July 1, 2023 -	**July 1, 2024 -	30, 2025	July 1, 2025 -	Variance	**July 1, 2027 -	Variance
	If Other,	June 30, 2024	June 30, 2025	(Total of Actual	June 30, 2027	Between	June 30, 2029	Between
Expenses	Please List	(Actual)	(Budgeted)	and Budgeted)	(Projected)	Biennia	(Projected)	Biennia

Contracted Services - \$196,958.00 \$262,611.00 \$459,569.00 \$596,305.00 29.75% \$0.00 -100.00%

Transportation

\$196,958.00 \$262,611.00 \$459,569.00 \$596,305.00 \$0.00

Sources of Match

				July 1, 2023 - June 30,		
		**July 1, 2023 - June 30,	**July 1, 2024 - June 30,	2025	July 1, 2025 - June 30,	**July 1, 2027 - June 30,
Match	If Other, Please	2024	2025	(Total of Actual and	2027	2029
Source	List	(Actual)	(Budgeted)	Budgeted)	(Projected)	(Projected)
Local: Other	r	\$196,958.00	\$262,611.00	\$459,569.00	\$59,630.00	\$0.00
		\$196,958.00	\$262,611.00	\$459,569.00	\$59,630.00	\$0.00

Fares and Ride Donations

	**July 1, 2023 - June 30, 2024 (Actual)	**July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025, (Total of Actual andBudgeted)	July1, 2025 - June 30, 2027 (Projected)	**July 1, 2027 - June 30, 2029 (Projected)
Fares and ride donations	\$0.00	\$0.00	\$0.00	\$5,111.00	\$0.00

Summary for July 1, 2025 - June 30, 2027

25-27 Requested Amount: \$531,564.00

25-27 Match Amount: \$59,630.00

Summary for July 1, 2027 - June 30, 2029

27-29 Requested Amount: \$0.00 **27-29 Match Amount:** \$0.00

Variances

Variance between 2023-2025 and 2025-2027: 29.75%

Variance between 2025-2027 and 2027-2029: -100.00%

Variances:

The variance between 2023-2025 and 2025-2027 is due to contracted increases in hourly operating rate and annual COLA increases.

Other Sources

Other Sources*:

The City Administration has only sought monetary support from the City budget to pay for the program's implementation.

"Other" was chosen above because the City of Issaquah currently pays King County Metro out of the City's General Fund. There are no plans currently to change the payment source between now and 2029.

The City currently does have have any plans to leverage funds from other sources, NGOs, or from other government sources.

Budget development methodology

Budget development methodology *:

The Metro Flex program budget for Issaquah's service was developed by King County Metro, who administers the program. Metro oversees the

costs of the program, which is generally divided by vehicle across the fleet. In the contract between the City of Issaquah and Metro, there is an agreement that the City of Issaquah pay for the operation of one Metro Flex vehicle. The City of Issaquah operates on a bi-annual budget cycle process. The Metro Flex Program is included in that budget and adopted by City Council.

DBE Goals

DBE			
Goals	Percentage	Efforts	No DBE

No 0.00%

There are not any parts of this project that would require DBE goals. All of the costs associated with this project are for the operation of one Metro Flex van, which does not require stations or bus stops to operate.

Summary

July 1, 2025 - June 30, 2027

 Total Project :
 \$596,305.00

 Fares and Donations :
 \$5,111.00

 Requested Amount
 \$531,564.00

This is the amount of grant funds your organization is requesting from July 1, 2025 - June 30, 2027

:

July 1, 2027 - June 30, 2029

Total Project: \$0.00
Fares and Donations: \$0.00
Requested Amount \$0.00

This is the amount of grant funds your organization is requesting from July 1, 2027 - June 30, 2029

:

4-Year Total Requested Amount: \$531,564.00

Indirect Costs

Indirect Costs

To charge indirect costs to a grant/project, your organization must have an approved indirect cost rate **or** cost allocation plan. Indirect costs must be included in the application budget.

If you plan to charge indirect costs, you must upload documentation of an approved indirect cost rate or cost allocation plan in the Attachments section.

Are you charging indirect costs to this grant/project? *:

No

Service Level

Project Service Level Information

Project Specific	July 1, 2023 - June 30, 2024 (Actual)	July 1, 2024 - June 30, 2025 (Budgeted)	July 1, 2023 - June 30, 2025 (Total of Actual and Budgeted)	July 1, 2025 - June 30, 2027 (Projected)	Percent of Change	July 1, 2027 - June 30, 2029 (Projected)	Percent of Change
Revenue Vehicle Hours	3026	3177	6203	6672	7.56%	0	-100.00%

Revenue Vehicle	32872	34516	67388	72483	7.56%	0	-100.00%
Miles							
Passenger trips should be e	entered as whole numl	pers only.					
Passenger Trips	6623	6954	13577	14604	7.56%	0	-100.00%
Volunteer Hours	0	0	0	0	0.00%	0	0.00%

Project Service Level Description

Describe the methodology used to develop these estimates, including any assumptions used in their development. Identify data sources and monitoring processes.

How were service-level estimates developed?*:

Metro does not have any future demand modeling available at this time. Ridership is largely a function of marketing and service quality. Both of these factors make it hard to predict future ridership with any level of certainty. The numbers above reflect a conservative 5% increase, as suggested by King County Metro. For more information, contact Mitch Brown (mitcbrown@kingcounty.gov)

For demand-response or deviated fixed-route projects, summarize the intended outputs of this project in both qualitative (narrative) and quantitative (statistical) formats. There may be some projects where traditional performance measures (e.g., revenue vehicle hours/miles, passenger trips) do not apply. In those cases, quantifiable objectives can be used instead by submitting the following information: number of trainings or outreach, or number of passengers served, or other measurable outcomes produced by this project. Ensure there is a quantitative output, as these will be the baseline measurement for the following biennium?s application. Qualitative measures are optional.

Intended Outputs:

Between October 2023 and June 2024, over 6000 riders depended on Metro Flex in Issaquah to take them where they need to go. As mentioned above, predicting future demand is difficult, but we can safely assume that there will be at least a 5% increase in ridership each quarter. The service area currently runs four vans (give or take depending on demand), but this number could increase if the service area sees more rider requests. Issaquah's contract requires the city to pay for the equivalent of one Metro Flex van, but benefits from the other vans serving the service area.

One statistical area to keep an eye on is wait times. As the service grows in popularity, wait times go up in response until the system is rebalanced. In Q2 2024, wait times were 24 minutes on average.

Metro and the City also conduct presentations about Metro Flex and table at events to raise awareness of the program. In the last year alone, the city staff have presented at five different events for youths and seniors.

How will your organization measure whether the project is successful? Describe the steps you will take to improve performance if your project does not meet the identified performance targets.

Project Success Measurement *:

King County Metro has developed performance measures that the City is tracking over time to determine the success of the program. The primary number the city is tracking is ridership. We have set a goal of 5000 during a given quarter, which we hope to reach by the end of 2025. Metro Flex's service use is almost exclusively reliant on word of mouth, marketing, and quality of service. Because of this, the city will undertake a city-wide marketing campaign to raise awareness, and work with King County Metro to ensure the service is top of the line.

Milestones

Milestones

Activities	Date (mm/yy)
Project Start Project Complete	10/23 06/29

Supplemental Information

Supplemental Information

Supplemental Information:

Vulnerable Populations in Overburdened Communities & Tribes

Vulnerable Populations in Overburdened Communities

Identify the type of direct and meaningful benefits to vulnerable populations your project provides using the descriptions above, if any. Explain how your project provides these benefits. Your response may include suggestions about how WSDOT should evaluate project(s) against Climate Commitment Act requirements in the future.

Vulnerable Populations in Overburdened Communities*:

Issaquah's Metro Flex program offers significant benefits to vulnerable populations. By providing affordable transportation, it reduces financial burdens on low-income individuals, seniors, and people with disabilities. The program improves access to essential services like hospitals, schools, and shopping centers, especially for communities previously underserved by traditional transit routes. Its on-demand nature supports those with mobility challenges or living in areas not well-served by fixed-route buses.

Additionally, Metro Flex helps reduce environmental burdens by potentially lowering individual car trips, thus decreasing traffic congestion and air pollution. This is particularly beneficial for overburdened communities facing disproportionate negative impacts from environmental health factors. By offering a reliable and flexible transportation option, Metro Flex mitigates the effects of air pollution and climate change on these communities. If these populations were engaged by you or your representatives in developing or maintaining the project, describe the outreach efforts and results.

Inclusive planning:

During the development of Issaquah's Mobility Implementation Plan, extensive outreach efforts were made to engage vulnerable populations, including low-income individuals, seniors, and people with disabilities. Community workshops, public meetings, surveys, and focus groups were conducted to gather input from these groups. Partnerships with local organizations helped ensure broad participation. The feedback revealed key issues such as the need for more accessible transportation options and better pedestrian infrastructure. This input was directly incorporated into the plan, leading to strategies like ADA-compliant sidewalks and flexible transit services. These efforts not only informed the plan but also increased awareness and engagement among vulnerable populations, ensuring their needs are prioritized in Issaquah's transportation system.

Tribal Support

Is this project directly operated by a tribe?*: No

Is your project serving and is it supported No by a tribal nation in Washington?:

Attachments

Tribal support correspondence/resolution:

Environmental Justice

Environmental Justice Assessment

Are you requesting \$15 million or more in No WSDOT funds for your proposed project?*:

Environmental Justice Assessment (EJA) Map

EJA Map:

Environmental Justice Assessment (EJA) Completion

Enter the names of other agencies or governments (including affected tribes) that are involved with the project and their role:

Have you begun or have you completed the EJA?:

Environmental Justice Assessment (EJA) Reporting

Did you report the results of EJA to WSDOT Public Transportation Division staff? :

Attachments

Attachments

Named Attachment	Require	d Description	File Name	Туре	Size	Upload Date
Required for all projects						
Copy of organization?s most recent audit report	✓	Included is the City's 2022 Audit Report. The 2023 audit report is not yet available.	FY2022 City of Issaquah FS and SA Audit Report - September 25 2023.pdf	pdf	1 MB	09/11/2024 05:42 PM
Population density map	✓	Map depicting Issaquah's city boundary, population densities, and Issaquah/Sammamish Metro Flex service area boundary.	IssaquahPopDensity2024MetroFlex_V1.pdf	pdf	822 KB	09/16/2024 12:47 PM
Service area map	✓	Service area map included in Metro's promo materials. Includes service area information and operating hours.	Service Area Map_Promo.pdf	pdf	206 KB	09/11/2024 05:41 PM

Required for new non-profit applicants only

501(c) IRS Letter of Determination (required for new non-profit applicants) WA Utilities & Transportation Commission (UTC) Certification (required for new non-profit applicants who are direct service providers)

Conditionally required

Indirect costs documentation (required if you are charging indirect costs to the project)

In-kind match valuation proposal (required for operating & mobility management projects that are proposing to use in-kind as matching funds)

Procurement policy (required for new applicants or current grantees without a current policy on file with WSDOT)

Optional attachments

Letters committing matching funds

Letter of concurrence (for projects that
operate in multiple planning regions)

Letters of support (combine into one file
attachment)

Supplemental information

Optional construction attachments

NEPA/SEPA assessment, if available Supplemental construction project information (building or site designs, site plans, location exhibits, etc.), if available Attachment A expands on the question under Scope of Work > Project Need, as the project addresses several needs outlined in PSRC's Regional Transportation Plan.

Attachment Adocx

docx 15 09/16/2024 KB 07:24 PM

Certification

Certification

and managerial capabilities to implement and manage the project associated with this application:

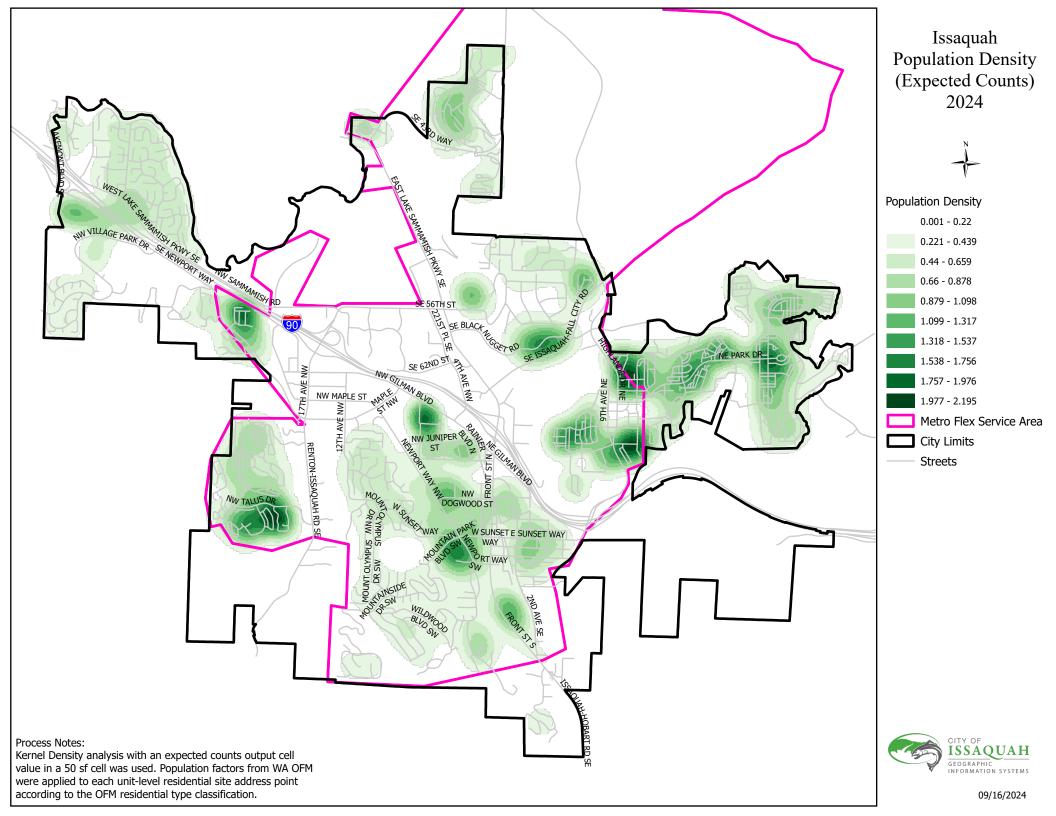
Certification*: Yes

Application Authority*: John Larson-Friend

First Name Last Name

Title*: Transportation Program Coordinator

Date*: 09/17/2024



Metro Flex serves the Issaquah/Sammamish area Monday—Friday 7 am—6 pm and Saturday 9 am—6 pm. No service on Sunday.

Connect to transit, go shopping, meet friends or head to appointments. No matter your destination within the service area, Metro Flex will take you there.

Metro Flex is also available in Juanita, Kent, Othello, Rainier Beach, Renton Highlands, Skyway and Tukwila.

