

Subject: 2022 Tier C Capital Awards
Importance: High

Hi All,

WisDOT's CY 2022 Tier C capital awards are shown below:

Watertown	11.12.15	Buy replacement van	1	\$65,000	\$52,000
Watertown	11.12.04	Buy replacement < 30-ft bus	1	\$70,000	\$56,000

In many cases, vehicle awards reflect increases over requested amounts based on our best current information regarding vehicle pricing.

We will be sending out grant agreements for these awards in early September. If we awarded your agency any 2021 capital funds but did not issue a corresponding grant agreement last year, the associated projects will be reflected in your 2022 grant agreement.

This notification confers grantees with pre-award spending authority, meaning your agency will receive reimbursement for eligible capital project expenses incurred up to the point at which we execute your 2022 grant agreement.

Please note:

- We continue to experience limited availability and longer-than-usual lead times for most vehicles on our human service vehicle (HSV) contract.
- We cannot reimburse ANY capital purchases that do not follow an FTA-compliant procurement process. Please do not talk with vendors or undertake any other procurement-related actions without first understanding the process.

Regards,

Steve Hirshfeld, P.E.
Transit Programs Lead Worker
Wisconsin Department of Transportation



Office of the
Clerk
106 Jones Street
PO Box 477
Watertown, WI 53094-0477
(920) 262-4006

Purchase Order Number: 2022-T1

Date: 9-28-2022

To:

Driverage
c/o Ken Richards
Ken.richards@driverage.com
216-930-6598

Quantity	Description	Unit Price	Extended Price
1	Transit/Bariatric Rear Load Lift	\$64,575.00	\$64,575.00

Account Name: Cab Purchases

Account Code: 05-57-11-70

I certify that the above work or supplies are necessary and that an appropriation or funds are available for this purchase.

Department Head Signature:

Date:

Purchase Order Number: 2022-T2

Date:

To:

T/B/D – coming October 2022

Quantity	Description	Unit Price	Extended Price
1	ADA Minivan - Voyager	\$66,575-\$67,746	\$66,575-\$67,746

Account Name: Cab Purchases

Account Code: 05-57-11-70

I certify that the above work or supplies are necessary and that an appropriation or funds are available for this purchase.

Department Head Signature:

Date:

**RESOLUTION TO
APPLY FOR CAPITAL GRANT FROM DEPARTMENT OF
TRANSPORTATION FOR FLEET PURCHASES FOR
SHARED-RIDE TAXI SERVICE**

**SPONSOR: MAYOR MCFARLAND
FROM: FINANCE COMMITTEE**

WHEREAS, the City of Watertown began operation of a shared-ride taxi service beginning January 1, 1994; and,


WHEREAS, the fleet used for shared-ride taxi service is in need of updated vehicles; and,

WHEREAS, the application for Federal funding for such purposes must be made on or before December 10, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF WATERTOWN, WISCONSIN:


That the proper City officials be and are hereby authorized to apply for a capital grant for 2022 in the estimated amount of \$105,000 with the City's share expected to be 20% for which the City will appropriate the level of funding necessary. The grant funds will be used to purchase one minivan and one accessible minibus to replace two older vehicles in the fleet.

This is to certify that I have compared the attached copy with the original record now on file in my office and that the same is a correct transcript thereof and of the whole thereof. In Testimony Whereof, I have hereunto subscribed my name and affixed the seal of the City of Watertown this 16th day of November, 2021.


City Clerk/Treasurer

ADOPTED November 16, 2021

CITY CLERK/TREASURER

APPROVED November 16, 2021

MAYOR

Human Service Vehicle Price Sheet

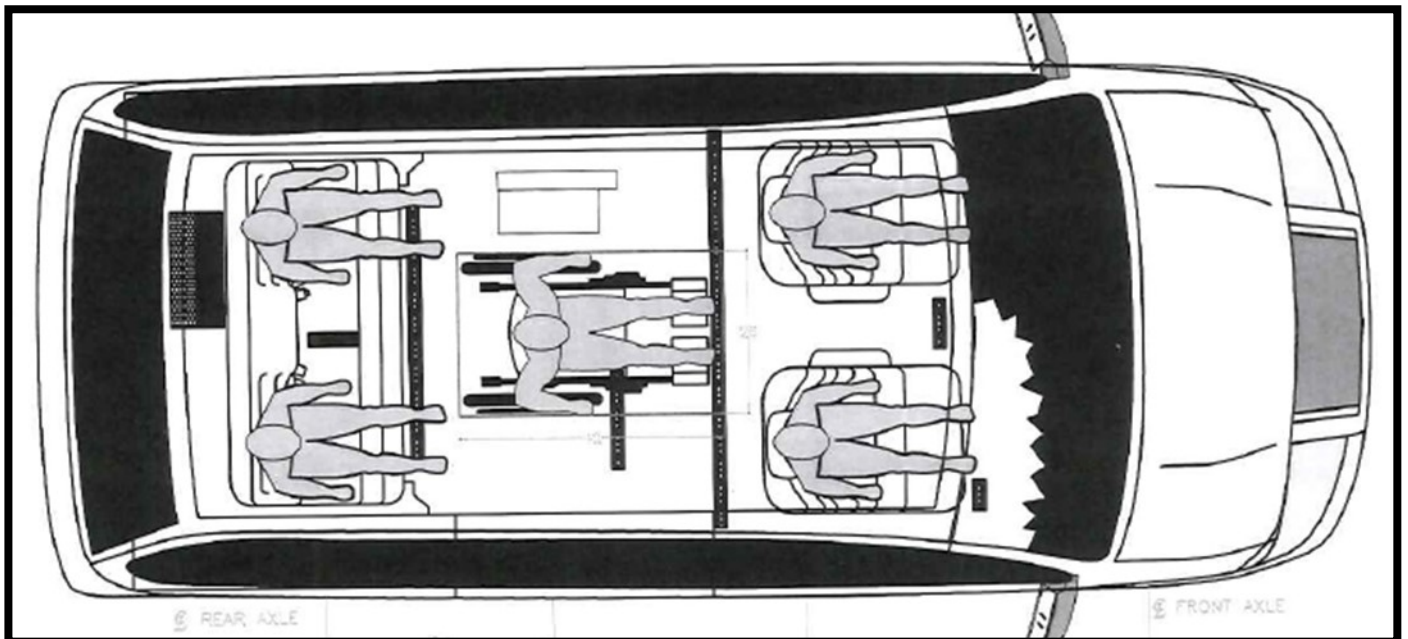
August 2022 to August 2023

#	Accessible Vehicle Types	Vendor	Model	Seat Layouts (Amb. / WC)	Last Years Price	Price Aug. 2022 to Aug. 2023	Vendor Contact	Email	Phone
Bid #510164 - Minivans and Bariatric Rear									
1	Minivan, Side Load Ramp	TDB - Oct 2022	Voyager	3/1		\$67,746	TDB - Oct 2022	TDB - Oct 2022	TDB - Oct 2022
2	Minivan, Rear Load Ramp	TDB - Oct 2022	Voyager	3/1		\$66,568	TDB - Oct 2022	TDB - Oct 2022	TDB - Oct 2022
3	Transit/Bariatric, Rear Load Lift	Driverge	Transit 350 XL	7/0 - 3/1 - 3/2	\$50,902	\$64,575	Ken Richards	Ken.Richards@driverge.com	216-930-6598
Bid #510283 Mini Buses and Bariatric Side									
4	Transit/Bariatric, Side Load Lift	A&J Commercial	Transit 350 XL	7/1 - 5/2 - 5/1	\$49,117	\$55,993	Travis Pfile	travisp@aandjvans.com	920-775-9333
Bid #510366 Medium Buses									
9	Med. Bus, Side Load Lift	TESCO	ECII (Ford 450)	12/1 - 10/2 - 8/3	\$120,785	\$137,695	Kathy Hanley	chanley@tescobus.com	847-302-3641
10	Med. Bus, Honeycomb Fiberglass, Side Load Lift	A&J Commercial	VIP 2500 (Ford 450)	12/1 - 10/2 - 8/3	\$84,164	\$95,947	Travis Pfile	travisp@aandjvans.com	920-775-9333
11	Med. Lg. Bus, Side Load Lift	TESCO	ECII (Ford 450)	13/1 - 11/2 - 9/3	\$123,054	\$140,282	Kathy Hanley	chanley@tescobus.com	847-302-3641
12	Med. Lg. Bus, Honeycomb Fiberglass, Side Load Lift	A&J Commercial	VIP 2500 (Ford 450)	13/1 - 11/2 - 9/3	\$83,601	\$95,305	Travis Pfile	travisp@aandjvans.com	920-775-9333

Prices for August 2022 to August 2023 were calculated by adjusting original awarded unit prices using PPI Line 1413 (Truck and Bus Bodies) for April 2021 to April of 2022, which was 14.0%.

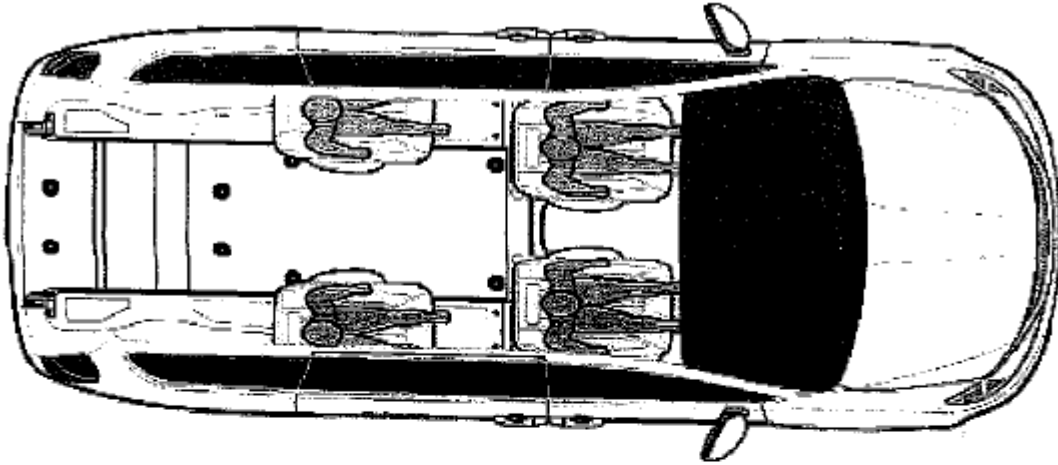
Line Item 1 – Minivan with Side Load Ramp
(Layout and Seating is TBD Summer 2021)

TBD - Probably a Voyager Minivan Base

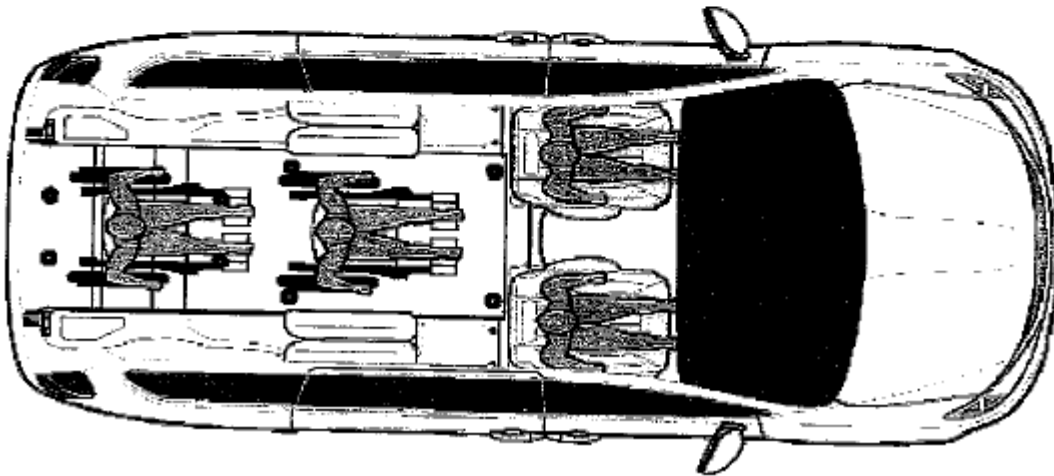


**Line Item 2 – Minivan with Rear Load Ramp
(3 ambulatory and 2 wheelchair position)**

Chrysler Voyager – A&J Commercial



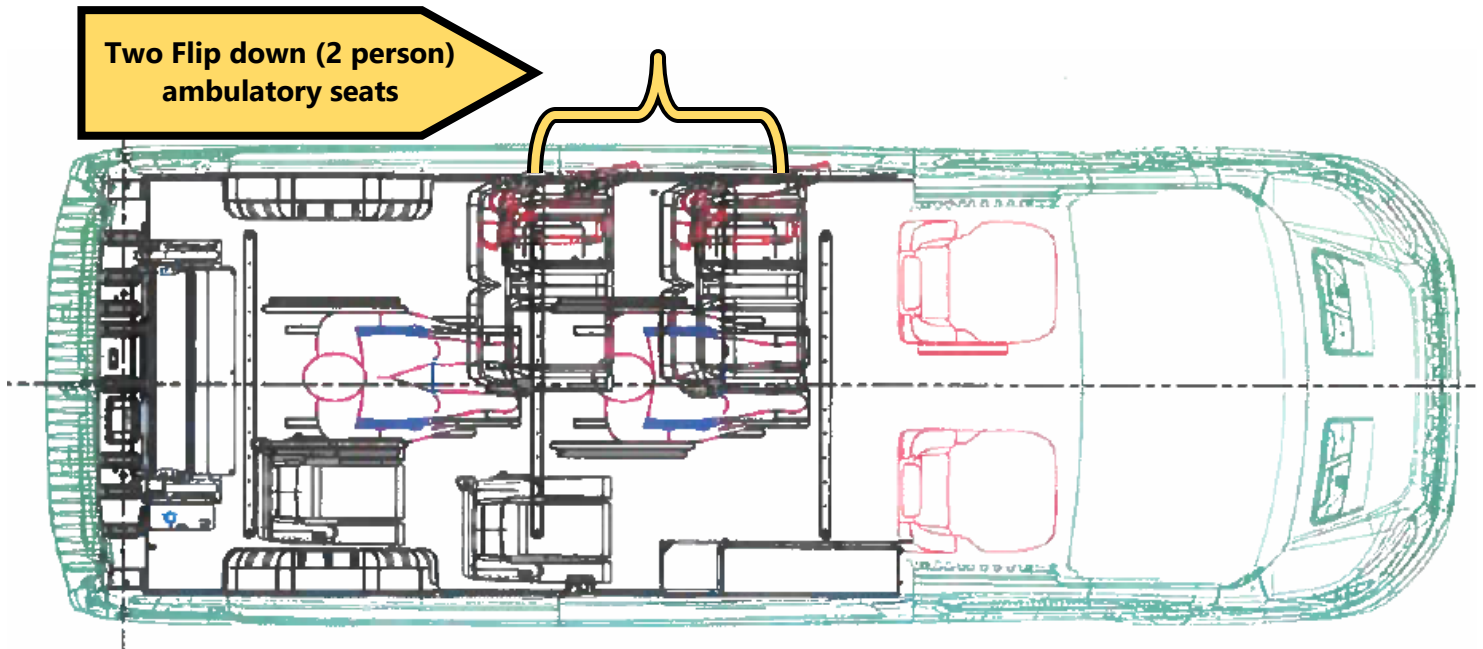
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Line Item 3 – Bariatric Van Rear Load Lift

Ambulatory/Wheelchair Positions (7/0 & 3/1 & 3/2)

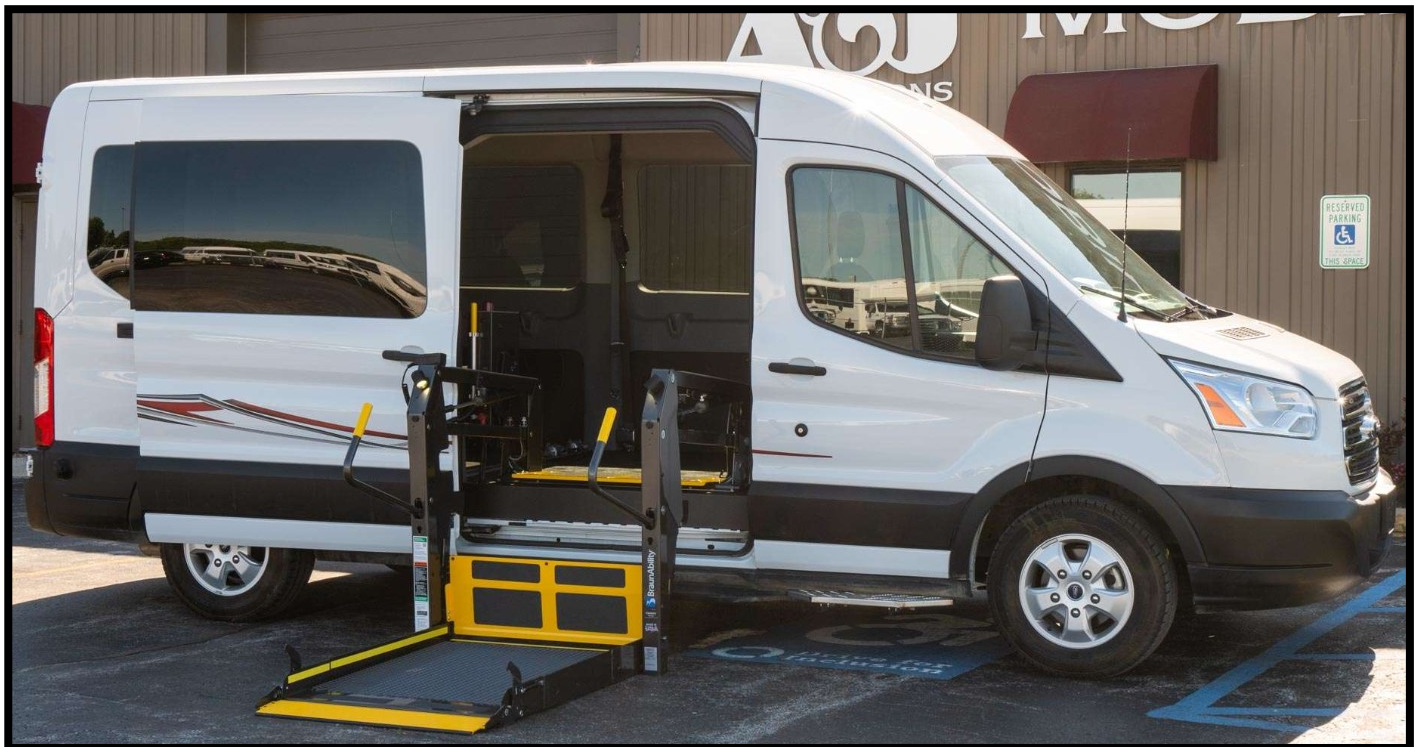
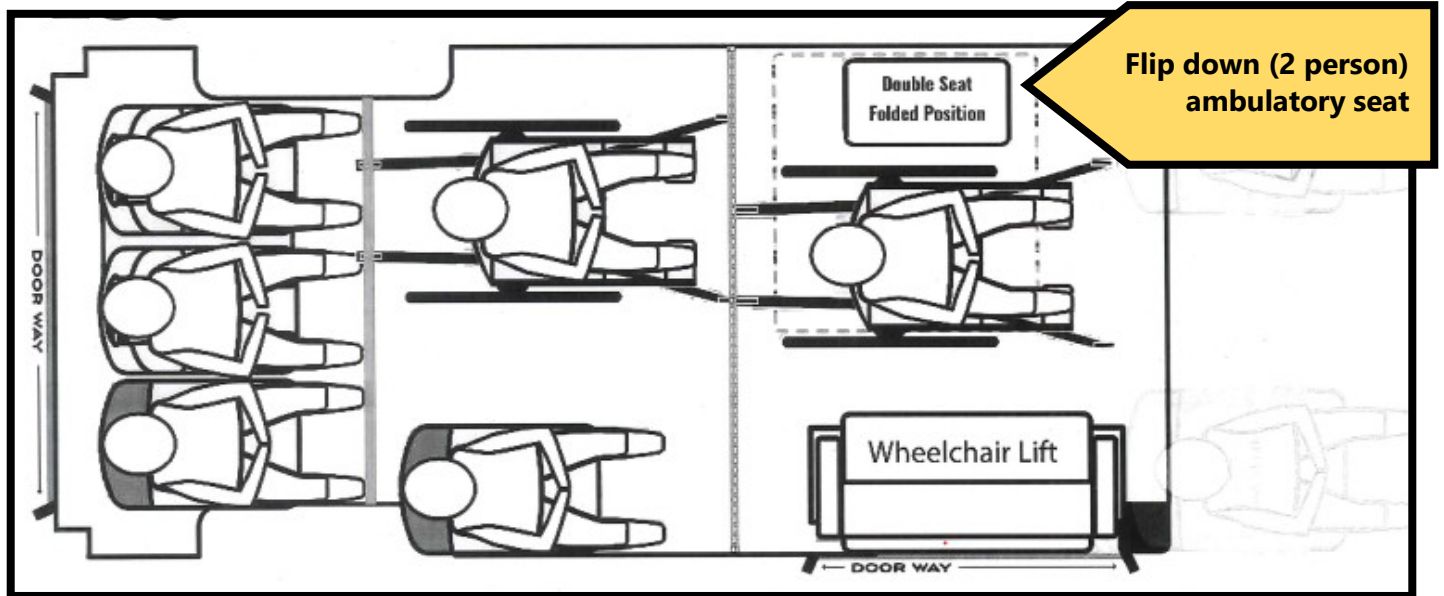
Ford Transit 350 XL – Driverge



Line Item 4 – Bariatric Van Side Load Lift

Ambulatory/Wheelchair Positions (7/1 & 5/1 & 5/2)

Ford Transit 350 XL – A&J Commercial



Purchasing off WisDOT Vehicle Contracts
For Public Transit Section 5311/5339 Grantees

STOP! If you are purchasing a vehicle that is not on a WisDOT contract, contact the Transit Procurement Manager.

ORDERING

1. Ensure you have available WisDOT capital grant funds or pre-award approval to order a vehicle. WisDOT should have notified your system of the award. If you do not have a copy of an e-mail stating that you have been awarded funds, please contact a WisDOT Program Manager before attempting to purchase a vehicle.
2. Review your 5311 capital grant agreement (5339 subrecipients do not have grant agreements, as they directly request reimbursement from FTA). If you do not yet have a grant agreement in place because the award was recently made, check the capital project information entered in the BlackCat.
 - Ensure that the Activity Line Item (ALI) code of your capital project on your grant agreement/in BlackCat is consistent with the type of vehicle you plan on purchasing. ***If your ALI code does not match the type of vehicle, please contact a Public Transit Program Manager before ordering.***
 - If your signed 5311 agreement expires within 6 months, contact a Public Transit Program Manager before ordering. 5339 subrecipients are bound by FTA's 3-year rule for spending obligated funds.
 - Review the reimbursement percentage and available grant balance so you are aware of the amount eligible for reimbursement. If you have questions about the expected reimbursement amount, contact a Public Transit Program Manager.
3. Ensure you have the available local share to match federal grant funds. Previous years' federal/state operating assistance may not be utilized as local share, so tax levy or other local sources must be available.
4. Create a purchase order (PO) using your local procedures and format, per the guidance below:
 - The PO must list the vendor, quantity and contract cost of the vehicle. You can find that information here: (<http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/transit/procure-hsv.aspx>):
 - You must complete a separate PO for every vendor from which you are purchasing a vehicle.
 - "Add-on" or additional items must be on a separate PO and are not reimbursable.
 - The point of contact you provide on your PO should be the person at your agency who will coordinate vehicle delivery and payment.
5. Email your PO(s) to WisDOT's Public Transit Program Manager:

Kevin Lange
608.266.2365
kevin.lange@dot.wi.gov

6. WisDOT will review your PO(s) for accuracy and forward it to the vendor.
7. Upon receipt of your PO(s), the vendor will contact you to coordinate vehicle configuration, delivery and cost.

DELIVERY

8. You are responsible for paying the complete vehicle invoice directly to the vendor upon delivery.
9. You must complete several documents upon delivery.
 - For 5311 applicants: see "5311 Grantee Vehicle Documents" at (<http://wisconsindot.gov/Pages/doing-bus/local-gov/astnce-pgms/transit/procure-hsv.aspx>).
 - For 5339 applicants: contact WisDOT Program Manager for delivery documents.
 - ***Carefully review/complete delivery documents. Reimbursement is not made until they are complete.***
10. Scan the completed documents and submit them to WisDOT via email to a Public Transit Program Manager.