

**Illinois Department of Transportation  
CY-14**

**Consolidated Vehicle Procurement  
Rolling Stock  
Capital Assistance  
Application**

**CCAR Industries  
1530 Lincoln Avenue  
Charleston, Illinois  
61920**

**April 28, 2014**

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## **Attachments:**

**Board Resolution**

**Letters of Support**

**Public Transportation Provider Letters**

**Assurances and Opinion of Counsel**

**Drug Testing Information**

**Training Schedule and Records**

**Repair Documentation**

**Title and Warranty Information**

**Insurance Documentation**

**Public Notice and Meeting Minutes**

**Coordination Letters with Residential Facility-Emergency  
Services and Local Park District**

**CY14 CVP APPLICATION SUBMITTAL CHECKLIST**

All items are required unless otherwise indicated.

ITEM	ENCLOSED
• Application, Signed by Board authorized representative (front cover, page 1)	Complete
• Appendix A FTA & IDOT Joint Certifications Assurances signed by Official Representative & Affirmation of Applicant's Attorney	Complete
• Appendix B Public hearing: Published notice, hearing report and public comments	4   24   14
• Appendix C Opinion of Counsel: (Sample Language) must be completed by all applicants	Complete
• Appendix D Executed Board Resolution authorizing applicant's Official Representative	Complete
• Letter from MPO placing project in TIP (not applicable in Cook, Lake, DuPage, Kane, Will and McHenry Counties, or any non-urbanized area)	NA
• Letter of support from Certified Public Provider or local Transit Authority	Included
• <b>Copy of your State of Illinois ID Tax exempt Letter</b>	Included

**A COPY OF THE PUBLISHED PUBLIC NOTICE AND MINUTES TO THE PUBLIC MEETING ARE INCLUDED IN THE ATTACHMENTS TO THIS APPLICATION.**



## SECTION II. APPLICANT INFORMATION

### Date Submitted

### Applicant Information

Legal Name	CCAR Industries
Mailing Address	1530 Lincoln Avenue, Charleston, IL 611920
County/Counties Served	Coles, Cumberland and Douglas
Contact Name and Title	Lyla McGuire – Executive Director
Phone (p) and Fax (f)	(p) 217-348-0127 Extension 415 (f) 217-348-0740
Email	lmcguire@ccarindustries.org
HSTP Region (see Appendix E)	8
Federal Tax ID number (FEIN)	37-0914929
DUNS Number	071420244
Type of Applicant (Please Refer to the Table in Part I, A)	<input checked="" type="checkbox"/> PRIVATE NON PROFIT <input type="checkbox"/> SECTION 5311 GRANTEE <input type="checkbox"/> IDOT CERTIFIED PUBLIC BODY

### For Vehicle Information/Issues

Contact and Title	Bryan Watson or Larry Fisher
Email	<a href="mailto:bwatson@ccarindustries.org">bwatson@ccarindustries.org</a> – <a href="mailto:lfisher@ccarindustries.org">lfisher@ccarindustries.org</a>
Phone (p) and Fax (f)	(p) 217-348-0127 X611 or X603 (f) 217-345-2968

### All Applicants Must Answer These Questions:

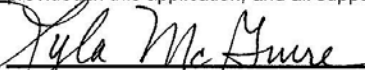
Does A Minority Group Manage Your Organization Or Is Operation Minority Based?  
☐ Yes ☒ No

Does Your Agency Provide Service To Minorities?  
☒ Yes ☐ No

Does Your Application Have The Support Of Your Public Transportation Provider? \*  
☒ Yes ☐ No ☐ N/A See Included Support Letter from Dial-A-Ride on the next page.

\*For a searchable map & database of Illinois public transportation providers, please visit the IDOT/UIC TRANPRO Online Portal: <http://www.utc.edu/tranpro/php/clickmap.php>.

By this application, it is the intent of CCAR Industries to request vehicle(s) through the State of Illinois' Consolidated Vehicle Procurement (CVP) program; and will meet all applicable state, federal and local acceptance, application and maintenance requirements. I certify that the information and statements provided in this application, and all supporting documents are correct and complete.



Signature of Authorized Representative  
 (As authorized by board resolution, see Appendix D)

4/24/14  
 Date

Lyla McGuire

Executive Director

Print name of Authorized Official

Title

CCAR Industries  
 2014 Section 5310 CVP Application  
 <INSERT APPLICANT NAME BY DOUBLE CLICKING HERE OR HANDWRITE BELOW>



*"It's All In The Attitude"*

Dial-A-Ride

April 8, 2014

Illinois Department of Transportation  
Mr. Mike Healy  
CVP Program Manager  
100 W. Randolph, Suite 6-600  
Chicago, IL 60601

Dear Mr. Healy:

The Coles County Council on Aging's Dial-A-Ride Public Transportation program supports the CCAR request for the Illinois Department of Transportation CY14 Section 5310 vehicle grant application for a 14 passenger bus and a 6 passenger minivan.

CCAR will use the 14 passenger bus to accommodate their Charleston in-town routes of highly disabled consumers. These consumers require more assistance than Dial-A-Ride is trained to provide. The 6 passenger minivan will be held at a group home site to accommodate weekend and late evening trips.

CCAR & Dial-A-Ride have had a long standing relationship with training and collaboration efforts. Beginning in July of 2012, Dial-A-Ride and CCAR successfully partnered by providing transportation to CCAR's work program for consumers who reside in Mattoon, IL and shortly after this we included their Oakland and Ashmore routes. Beginning in late 2013 we added a Douglas County route. This collaboration is a direct result of the successful Human Services Transportation Program (HSTP). This effort has had a positive impact on the Dial-A-Ride Program. CCAR also transferred to us a 22 passenger bus that they no longer used which allows us to be more efficient.

The CCAR program is a valuable asset to Coles County. I ask you to give the CCAR program your utmost consideration for continued funding for FY13 Section 5310.

Sincerely,

Susan Starwalt, CCTM  
Dial-A-Ride Administrative Director  
Coles County Council on Aging, Inc.

11021 ECR 800N ♥ Charleston, IL 61920 ♥ Tel (217) 639-5150 ♥ Fax (217) 639-5199 ♥ [lifespancenter@colescouncilonaging.org](mailto:lifespancenter@colescouncilonaging.org) ♥ [www.colescouncilonaging.org](http://www.colescouncilonaging.org)

The Coles County Council on Aging does not discriminate in admission to programs or treatment in programs, activities, or employment in compliance with appropriate State and Federal statutes. If you feel you have been discriminated against, you have the right to file a complaint with the Coles County Council on Aging (call 217-639-5150) or the Illinois Department on Aging (call 1-800-252-8966 voice or 1-888-206-1327 TTY).


**Illinois Department of Revenue**

Office of Local Government Services  
 Sales Tax Exemption Section, 3-520  
 101 W. Jefferson Street  
 Springfield, Illinois 62702  
 217 782-8881

February 26, 2010

CCAR INDUSTRIES  
 EXECUTIVE DIRECTOR  
 1530 LINCOLN AVE  
 CHARLESTON IL 61920

We have received your recent letter; and based on the information you furnished, we believe

CCAR INDUSTRIES  
 of  
 CHARLESTON, IL

is organized and operated exclusively for charitable purposes.

Consequently, sales of any kind to this organization are exempt from the Retailers' Occupation Tax, the Service Occupation Tax (both state and local), the Use Tax, and the Service Service Use Tax in Illinois.

We have issued your organization the following tax exemption identification number: E9990-9561-06. To claim the exemption, you must provide this number to your suppliers when purchasing tangible personal property for organizational use. This exemption may not be used by individual members of the organization to make purchases for their individual use.

This exemption will expire on March 1, 2015, unless you apply to the Illinois Department of Revenue for renewal at least three months prior to the expiration date.

Office of Local Government Services  
 Illinois Department of Revenue

STS-49 (R-2/98)  
 IL-492-3456  
 11-0000425

**This certificate is valid through March 1, 2015**

## Section III. Vehicle Request Form & Budget

(TO BE COMPLETED BY ALL APPLICANTS)

### Example:

CVP Vehicles Requested			Information on Vehicles for Which Replacement is Requested				
Vehicle Priority	Vehicle Type Requester	Purpose for Request	Vehicle Type	Vehicle Year	Mileage	VIN	CVP Contract No.
1	MD	Replacement	MD	2005	187,000	2P4GP24B1VR220936	588
2	LD	Expansion					

Please fill out the below table to register your 2014 CVP vehicle request.  
(Double-click the table to access)

CVP Vehicles Requested			Information on Vehicles for Which Replacement is Requested				
Vehicle Priority	Vehicle Type Requested	Purpose for Request	Vehicle Type	Vehicle Year	Mileage	VIN	CVP Contract No.
1st	MDL	Replacement - Owned Veh.	MDL	2005	124609	1FDXE45P85H B24342	392
2nd	MV	Replacement - Owned Veh.	MV	2001	130796	1B4GP44301B 200241	NA

### Requested Vehicle Types and Descriptions (See Appendix F: CVP Vehicle Catalog)

**MV** - Mini-Van w/ramp (2 wheelchairs/5 passengers)

**LDL** - Light Duty Paratransit w/lift (3 wheelchairs/ 12 passengers)

**MDL** - Medium Duty Paratransit w/lift (5 wheelchairs/ 14 passengers)

**SMD** - Super Medium Duty Paratransit w/lift (5 wheelchairs/ 26 pass.)

Requires extensive justification. **Drivers must have CDL**

### Vehicle Replacement Criteria

To be eligible for replacement, current vehicle must meet either Criteria 1 or Criteria 2 *at time of application*.

Type	Criteria 1		Criteria 2
Autos/Mini-Vans/Raised Roof Vans	95,000 Miles	OR	5 yrs, in documented unsafe & poor operating condition
Light Duty Paratransit Vehicle	100,000 Miles	OR	7 yrs, in documented unsafe & poor operating condition
Medium Duty Paratransit/School Bus	120,000 Miles	OR	8 yrs, in documented unsafe & poor operating condition
Super Medium Duty Paratransit Vehicle (>16 passenger)	180,000 Miles	OR	9 yrs, in documented unsafe & poor operating condition
Heavy Duty Transit Vehicle (>30 pass)	280,000 Miles	OR	10 yrs, in documented unsafe & poor operating condition

If vehicle is eligible for replacement under Criteria 2, please provide documentation supporting reason(s) why the vehicle is in unsafe or poor condition, e.g., photos, receipts, repair estimates, etc. If a vehicle needing replacement did not reach the appropriate mileage criteria before becoming unsafe and/or inoperable, please provide a brief explanation as to why:

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**A. PROJECT BUDGET (TO BE COMPLETED BY ALL APPLICANTS)****Example:**

<b><u>No. of Vehicles Requested</u></b>							
Vehicle Type	Passengers	Replacement	Expansion	New Service	Total Units	Unit Cost	Total Cost
Minivan	6	1			1	\$ 41,000	\$ 41,000
Light Duty	12		2		2	\$ 57,000	\$ 114,000
Medium Duty	14			3	3	\$ 63,000	\$ 189,000
Super-Medium Duty	26				0	\$ 100,000	\$ -
<b>Total 2014 CVP Request</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>\$</b>	<b>344,000</b>

Please enter your vehicle requests into the **blank/white cells below** and make note of your 2014 CVP budget request (*Double-click the table to access*).

<b><u>No. of Vehicles Requested</u></b>							
Vehicle Type	Passengers	Replacement	Expansion	New Service	Total Units	Unit Cost	Total Cost
Minivan	6	1			1	\$ 41,000	\$ 41,000
Light Duty	12				0	\$ 57,000	\$ -
Medium Duty	14	1			1	\$ 63,000	\$ 63,000
Super-Medium Duty	26				0	\$ 100,000	\$ -
<b>Total 2014 CVP Request</b>		<b>2</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>\$</b>	<b>104,000</b>

**B. PROJECT JUSTIFICATION (TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)**

Please provide a brief defense of your proposal. Make sure to address the following topics:

- Describe the transportation program and needs of individuals in your current/proposed service area
  - If you are proposing new or expanded service, identify how these needs are currently not being met
- Explain how the current transportation program will change if this grant is not approved
- Describe how transportation services support, buttress and enable your agency's overall mission

CCAR Industries provides services to individuals with disabilities and senior citizens residing in Coles, Cumberland and Douglas counties. One of the major barriers to service provision is the need for transportation. Most of the individuals we serve come from low income families many of which have no form of private transportation or very limited private transportation. We offer services to approximately 330 adults each year who may use our transportation and to another 175-200 children under the age of three years old who do not typically use our transportation because we provide developmental therapy in their homes.

Approximately 200 of these adults use the provided transportation each day to come to their day treatment and employment programs 245 days each year. During the past few years we have worked with RIDES MTD and Dial-A-Ride to arrange for them to take over our rural routes. At this time RIDES MTD supplies transportation to our individuals who reside in Cumberland county while Dial-A-Ride provides transportation to the adults who reside in Coles and Douglas counties. At this point Dial-A-Ride has assumed all the rural Coles county routes with the exception of the Oakland route we run each day.

CCAR still operates all the Charleston in-town routes. Approximately 100 individuals who either reside in group homes operated by CCAR Industries or other group homes operated by the two other services provider located in Charleston. This group is very challenging in respect to transportation. Many of the group home consumers have serious medical condition while most have very low cognitive abilities. Many of the individuals in our group homes use wheelchairs and walkers for mobility assistance and display behavioral problems that require specialized staff training. The rest of the individuals who ride the Charleston routes reside in more independent residential settings.

In addition to the daily routes we provide transportation to 100 individuals in our Client and Family Support program. We use those smaller vehicles to take individuals and smaller groups on trips for shopping, personal business, medical treatment and employment. In the past year we have assisted 40 adults with disabilities to seek out employment.

Transportation is necessary to get those individuals to job sites for interviews and various meetings with the Illinois Division of Rehabilitation who provided the funding for the placement program. Also, our vehicles are used at the day program and employment training sites for transportation needs each day. Most of these trips are local but some of the

trips have been to locations outside our immediate service area such as the Champaign area for Christmas shopping. We also use the transportation system to support the needs of those individuals living in our 10 group homes. For this group we provide transportation to medical and dental appointments. Many of these appointments are outside the Charleston area because of the specialized needs of those residing in the group homes. Each of the ten homes has vehicles which are stationed there in the evenings and weekends to provide transportation as needed. One of the homes has 5 autistic children who still participate in the local school system. That home and several others require more than one vehicle because of the aggression displayed by the consumers or because of the numbers of wheelchairs needed in the home.

CCAR also has been able to offer transportation to local community groups when needed. We have transported children from the city operate summer camps to activities and to safe locations during stormy weather. Recently we have assisted several church groups with transportation to concerts and other youth activities. On occasion local nursing facilities have requested assistance getting groups of their residents to activities such as the parade on the 4<sup>th</sup> of July. CCAR also offers our vehicles and drivers when needed to the local emergency services. Most recently we assisted them with relocating residents from a nursing facility where a gas line had broken. CCAR has also entered into an agreement with the local hospital (Sarah Bush Lincoln Medical Center) to help in emergency evacuations. We work closely with the two other transportation providers here in Coles county including the Charleston Transitional Facility and Dial-A-Ride and are open to assisting during time when they have vehicle shortages.

The first priority request is for a Medium Duty, 14 passenger bus to replace a 2005 medium duty unit with 128,000 miles which was serving us as a backup vehicle until one of other 14-passenger buses was taken out of service after a wreck. We intend to use the new vehicle to transport Coles' county residents to their program each day. If we are unable to receive a new vehicle and the 2005 bus becomes less dependable we may have to double up our morning and afternoon routes therefore increasing the time each consumer is on the bus and decreasing the time they are able to spend in the rehabilitation programs we operate.

Our secondary request is for a Light Duty minivan with a lowered floor and ramp. We are now using a 2003 minivan unit with 133,600 miles which surpasses IDOT's standard for disposal. This is the last out of town route we actually operate with the others being provided by RIDES MTD and Dial-A-Ride. At this time Dial-A-Ride is unable to pick up this route. If we are unable to secure a new more dependable vehicle we may have to finish all the Charleston routes and then send one of those vehicles up to Oakland to run this last route. That would greatly reduce the time those consumers are able to spend in their rehabilitation and work programs.

Providing reliable transportation is an important element of all of our programs. Almost none of the individuals we serve are actually able to drive a vehicle or possess a license.

Having the transportation attached as required by the regulations for DD programs increases the independence and ability to integrate within our local communities. Also because most of the consumers we serve receive support from government entitlement programs very few of them can afford the expense of transportation. The DD regulations require that CCAR provides transportation at no cost to the people we serve. Many of our program consumers require the use of mobility devices including a large number of wheelchairs. Being able to provide accessible transportation and additional staff support is vital in our mission to allow people to live in their home communities and avoid placement in institutions



**CURRENT PARATRANSIT VEHICLE INVENTORY**

Yr	Manufacturer	Type	VIN	Odometer Reading as of		Lift/Ramp Equipped?	Condition	Contract # (if IDOT veh.)
				3/31/13	3/31/14			
(1)-2001	Dodge	Van	1B4GP44301B200241	130796	139667	7	poor	No
(2)-2007	Dodge	Van	1D4GP24E37B251981	51153	58745	5	good	No
(3)-2007	Dodge	Van	1D4GP24E67B251974	57497	61981	5	good	No
(9)-2004	Ford	Sedan	1FAFP53214G183587	124609	133751	5	poor	No
(12)-2005	Ford	Bus	1FDXE45P85HB24342	124672	126965	15/4wc	fair	<b>*Yes-392</b>
(14)-2011	Dodge	Van	2D4RN4DGBR732827	9510	15724	5	excellent	No
(15)-2011	International	Bus	4DRBUAAPXBB37214	72558	87982	42/7wc	excellent	No
(47)-2013	Dodge	Van	2C4RDGCG6DR812647	0	8415		excellent	<b>*Yes-1091</b>
(17)-2011	Dodge	Sedan	22D4RN4DGBR778832	6313	9777	5	excellent	No
(48) 2013	Dodge	Van	2C4RDGCG6DR812646	0	3308		excellent	<b>*Yes-1091</b>
(21)-2003	Dodge	Van	1D4GP24303B181753	116849	136244	7	fair	No
(22)-2003	Dodge	Van	1D4GP24383B116472	100728	106786	7	fair	No
(23)-2005	Dodge	Van	1D8GP24R85B399087	71134	77560	7	fair	No
(24)-2005	Dodge	Van	1D8GP24RX5B399088	74023	84014	7	fair	No
(25)-2001	Bludbird	Bus	1HVBBAAP31H371364	196473	196536	28/4 wc	poor	No
(26)-2008	Chevrolet	Bus	1GBE5V1908F403684	41856	47201	22/5wc	excellent	<b>*Yes-498</b>
(27)-2000	Ford	Sedan	1FAFP5329YG222237	134042	137843	5	poor	No
(29)-2008	Chevrolet	Van	1GBDV13W18D208941	37601	41568	7/2wc	good	<b>*Yes-683</b>
(30)-2006	International	Bus	4DRBUAAP56B145364	195978	196939	38/4wc	good	No
(31)-2006	Dodge	Van	1D8GP24E26B722841	72284	76635	7	good	No
(32)-2009	Dodge	Van	2D8HN44E69R689855	35,958	46,769	7	good	No
(33)-2011	Dodge	Van	2D4RN4DG0BR732826	13795	22149	7	good	No
(43)-2010	Ford	Bus	1FD4E4FS6ADB02260	16932	22961	15/4WC	excellent	<b>*Yes-854</b>
(44)-1999	Ford	Van	1FBSS31L5XHA18054	138640	139659	15	poor	No
(45)-1999	Ford	Van	1FBSS31L7XHA18055	91396	94512	15	poor	No

**C. GEOGRAPHIC AREA SERVED (TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)**

Please list the census tracts in which you operate service. Census Tract Reference Maps can be found online at <http://www.census.gov/geo/maps-data/maps/2010tract.html>

	Census Tract(s)	Note(s)
1	TRACT;17029000100;1;1	Coles County
2	TRACT;17029000200;2;1	Coles County
3	TRACT;17029000300;3;1	Coles County
4	TRACT;17029000400;4;1	Coles County
5	TRACT;17029000500;5;1	Coles County
6	TRACT;17029000600;6;1	Coles County
7	TRACT;17029000700;7;1	Coles County
8	TRACT;17029000800;8;1	Coles County
9	TRACT;17029000900;9;1	Coles County
10	TRACT;17029001000;10;1	Coles County
11	TRACT;17029001100;11;1	Coles County
12	TRACT;17029001200;12;1	Coles County
13	TRACT;17035972400;9724;1	Cumberland County
14	TRACT;17035972500;9725;1	Cumberland County
15	TRACT;17035972600;9726;1	Cumberland County
16	TRACT;17041952000;9520;1	Douglas County
17	TRACT;17041952100;9521;1	Douglas County
18	TRACT;17041952200;9522;1	Douglas County
19	TRACT;17041952300;9523;1	Douglas County
20	TRACT;17041952400;9524;1	Douglas County
21		
22		
23		
24		
25		

**Note:** please include all census tracts served, including tracts for which you only serve a portion/part of the territory within. If you have any additional comments regarding your service territory, please register them below:

Established by a group of parents in 1969, CCAR Industries presently provides services to individuals with disabilities and senior citizens in Coles, Cumberland and Douglas Counties. The bulk of our adult consumers reside in the towns of Charleston and Mattoon.

In the past few years, we have entered into agreements for mass transit providers to take over several of our daily bus routes which leave the in-town Charleston routes each day for us to operate along with the Oakland route. Those routes transport approximately 100 program participants each day.

The RIDES MTD program provides transportation to and from the primary CCAR location each day for those program participants who reside in Cumberland County. The Dial-A-Ride program transports those individuals who reside in Mattoon, Illinois to the primary program location in Charleston and consumers from the Tuscola/Arcola area to Charleston as well. We had earlier discussed the Douglas County route with CIPT but they were unable to provide the service at a cost savings to CCAR. For the purposes of this grant proposal RIDES MTD has deferred to the Dial-A-Ride program to support the application because they do not provide services in Coles County.

On any given day, you could also see CCAR vans and sedans used by staff to transport smaller group and individuals from any location in the three counties we serve. Job Coaches and other vocational staff transport program participants to work sites in the three counties. Our Residential program provides services and transportation to 10 group homes all located in Charleston. We transport this group to all of their appointments. Some of these medical appointments are fairly local while others can be as far away as Chicago and St. Louis.

Recently, we took over 100 individuals to see a specially arranged showing of a current feature film at the theater in Mattoon. In addition to our bus routes, CCAR uses many other vehicles to move staff and products from our Recycling Center and Manufacturing plant. CCAR staff travel to locations all over the state of Illinois to attend meetings and training session. Our transportation system is very important because of the percentage of financially limited families we serves. We also serve a large number of individuals with intellectual limitations, most of who do not have vehicles or funds to cover the cost of owning a vehicle.

CCAR also uses vehicles at our 10 groups homes to provide transportation for those individuals. Those folks use the vehicles to go on shopping and we transport them to all medical and dental appointments. Several of the homes have a need for more than one vehicle at a time because of the number of wheel

**SECTION IV.**  
**LEVEL OF CURRENT SERVICE & EQUIPMENT UTILIZATION**  
**(TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)**

**A. HOURS OF SERVICE**

Please list the total hours each day during which your organization offers paratransit services.

- **Note:** this is an unduplicated count of hours. E.g., if you had multiple vehicles providing service between 9 a.m. and 11 a.m., the total number of service hours would be 2.
- **New/prospective applicants:** if you do not already offer paratransit services, enter the number of hours in which you are planning to offer service.

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	TOTAL
<i>Hours of Service</i>	73	73	73	73	73	15	15	<b>395.0</b>

**B. TOTAL ANNUAL ONE WAY TRIPS**

Please enter your transportation program's one-way trip information for 2013.

- This is a "per person" count. E.g., transporting 3 people to a medical appointment → 3 trips; transporting 3 people to the store and then back home → 6 trips.

Education Trips	2214
Nutrition Trips	1401
Shopping Trips	8269
Social/Recreational Trips	11371
Other Trips	0
<b>TOTAL</b>	<b>92354</b>

<b>Average Number of Vehicles Used to Provide Service on a Daily Basis</b>	<b>27</b>
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## SECTION V. ASSET CONTROL & MAINTENANCE

(TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)

### A. FLEET CONTROL

<p><b>Does your transportation program maintain an individual vehicle file for each vehicle? Does each vehicle file include the following elements?</b></p> <p>(Applicants with existing transportation programs must include or attach completed forms/files to receive credit; applicants proposing new service must include or attach sample forms/files to receive credit)</p>	
➤ Vehicle Title	<b>Yes</b>
➤ Warranties	<b>Yes</b>
➤ Warranty Claims	<b>Yes</b>
➤ Insurance Policy Card	<b>Yes</b>
➤ Vendor Contact Information	<b>Yes</b>
➤ Copies of repair/maintenance orders with inspection documentation and date resolved	<b>Yes</b>
➤ Details on any malfunctions of ADA/lift equipment	<b>Yes</b>

### B. ASSET MAINTENANCE

<p><b>Does your agency have a written, board adopted vehicle maintenance policy? Must include or attach to receive credit.</b></p> <p>(Applicants with existing transportation programs must include or attach <u>completed</u> forms/files to receive credit; applicants proposing new service must include or attach sample forms/files to receive credit)</p>	<b>Yes</b>
<p><b>Does your agency have a written, board adopted preventative maintenance schedule for all vehicles? Must include or attach to receive credit.</b></p> <p>(Applicants with existing transportation programs must include or attach <u>completed</u> forms/files to receive credit; applicants proposing new service must include or attach sample forms/files to receive credit)</p>	<b>Yes</b>
<p><b>Does your agency perform preventative maintenance for all vehicles? Must include or attach documentation (tune-up receipt, oil change receipt, etc.) to receive credit.</b></p>	<b>Yes</b>

### COMMENTS:

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## SECTION VI. MANAGEMENT CAPACITY

(TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)

### A. STAFF TRAINING & COMPETENCY

<p><b>Does your agency have a board adopted driver training plan/curriculum, including training syllabi, schedules and established periods for “refresher” trainings on the following subjects?</b></p> <p>(Applicants with existing transportation programs must include or attach <u>completed</u> forms/files to receive credit; applicants proposing new service must include or attach sample forms/files to receive credit)</p>	
➤ Client Assistance	<b>Yes</b>
➤ Defensive Driving	<b>Yes</b>
➤ Emergency Procedures	<b>Yes</b>
➤ CPR/First Aid	<b>Yes</b>
➤ Operation of ADA/Lift Equipment	<b>Yes</b>
➤ Formal Vehicle Orientation, Including Communications Equipment	<b>Yes</b>
➤ Formal Route & Territory Orientation	<b>Yes</b>

<p><b>Does your agency maintain driver files, with each file containing the following elements?</b></p> <p>(Applicants with existing transportation programs must include or attach <u>completed</u> forms/files to receive credit; applicants proposing new service must include or attach sample forms/files to receive credit)</p>	
➤ Licensing ➤ <i>If any drivers require CDL licensing applicant must provide documentation of 1) drug &amp; alcohol testing program and 2) completed DOT physical examinations</i>	<b>Yes</b>
➤ Completed Trainings	<b>Yes</b>
➤ Driving and service record, including and special achievements or documented incidents	<b>Yes</b>

### COMMENTS:

29T

**B. FINANCIAL PLANNING & MANAGEMENT**  
**(TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)**

Please complete the below budget worksheet:

Income from Service Contracts	\$ 22,700.00	\$ 20,330.00			
Income from Operating Grants	\$ 26,205.00	\$ 27,629.00			
Income from Donations/Fundraising	\$ -	\$ -			
Income from Transfers from General Fund	\$ 497,903.00	\$ 524,946.00			
<i>Other (please list below)</i>					
<i>Depreciation Transfer</i>	\$ 99,885.00	\$ 104,800.00			
<i>[other 2]</i>					
<i>[other 3]</i>					
<b>Total Revenues</b>	<b>\$ 646,693.00</b>	<b>\$ 677,705.00</b>			
<b>Expenses</b>			<b>Pro-rate for % of time if transportation staff have other program duties</b>		
Drivers (salary + benefits)	\$ 234,970.00	\$ 246,719.00			
Dispatch/Supervisor (salary + benefits)	\$ 74,333.00	\$ 78,049.00			
Maintenance (labor)	\$ 50,012.00	\$ 52,013.00			
Maintenance (parts)	\$ 12,503.00	\$ 13,003.00			
Fuel	\$ 78,795.00	\$ 82,734.00			
Insurance Costs	\$ 37,665.00	\$ 38,930.00			
Vehicle Storage	\$ -	\$ -			
<i>Other (please list below)</i>					
<i>Administrative Wages/Fringe</i>	\$ 58,530.00	\$ 61,457.00			
<i>Depreciation</i>	\$ 99,885.00	\$ 104,800.00			
<i>[other 3]</i>					
<b>Total Expenses</b>	<b>\$ (646,693.00)</b>	<b>\$ (677,705.00)</b>			
<b>NET REVENUES/DEFICIT</b>	<b>\$ -</b>	<b>\$ -</b>			

**COMMENTS:**

29T

## SECTION VII.

### COORDINATION EFFORTS

(TO BE COMPLETED BY PRIVATE NON-PROFIT APPLICANTS ONLY)

#### A. NOTIFYING OTHER TRANSPORTATION PROVIDERS

To protect the interests of all-existing public and private transit and paratransit operators, the applicant must take the following action:

**STEP 1** Prepare a mailing list of other paratransit transportation providers in your service area. Send each provider an individual letter advising of your Section 5310 application. The contact information for both rural and urbanized public and specialized providers may be found via the IDOT/UIC TRANPRO Database at <http://www.utc.uic.edu/tranpro/php/clickmap.php>.

In the letter, describe the proposed service, number of vehicles to be used, population to be served, and boundaries of the service area. State the following:

*"In accordance with federal grant program requirements, all public and private transit operators must be given a fair and timely opportunity to participate in the provision of the proposed services and to submit written comments on the proposed project to the Division of Public and Intermodal Transportation – IDOT."*

Include copies of your letters and responses with your application. All other area public and private transit operators are encouraged to submit written comments referencing the application and indicating:

- whether the services they are now providing or are prepared to provide are designed to meet the special needs of mobility challenged seniors and/or individuals with disabilities in the service area of the Section 5310 project;
- whether they wish to participate in some way in the provision of the services proposed in the Section 5310 application;
- any other comments they have about the application that they wish the Division to consider.

Each applicant should indicate in their letter(s) where and by what date written comments should be submitted.

**STEP 2** Prepare and publish a public notice in a newspaper of general circulation in the service area (see Appendix B).

A copy of the notice as it appears, and any written comments/replies must be forwarded to the IDOT, Division of Public & Intermodal Transportation with the application.



## B. FEDERAL COORDINATION REQUIREMENTS

As part of the federal government's human services coordination initiative, all Section 5310 recipients must certify that projects are derived from a locally developed, coordinated public transit-human services transportation plan (HSTP). In the rural areas of Illinois, the Division has developed 11 regions each staffed with an HSTP Regional Coordinator (see Appendix E). In downstate urbanized areas with populations of 50,000 or more, the Metropolitan Planning Organization (MPO) is the HSTP agency (see appendix E) and in the Northeastern Illinois Region (Cook, Lake, DuPage, Kane, Will and McHenry Counties), the HSTP contact agency is the Illinois Department of Transportation, Division of Public & Intermodal Transportation (DPIT). All Section 5310 applicants should be actively involved in the development of these plans, and each Section 5310 application outside of Northeastern Illinois will need to be endorsed by their respective HSTP local transportation planning committee/urbanized area coordination offices in order to be considered for funding by the Division.

Coordination between transportation services is a vital federal program requirement for client service and the most effective use of paratransit vehicles. Agencies receiving federal and state grants must contact and coordinate to the extent possible with all other services provided in their geographic service area to assure the most beneficial services to those in need. For a listing of the public and specialized transportation providers in all areas outside the six-county Northeastern Illinois Region, go to the UIC IDOT Tranpro website at <http://www.utc.uic.edu/tranpro>, click on "Statewide Public and Specialized Transportation Provider Inventory," and then click on the area on the map that your agency serves. As an applicant, you must notify each local provider in writing, of your intent to apply for vehicle(s) under this program. Include copies of those letters and the replies with this application.

## C. DOWNSTATE PUBLIC PROVIDER ENDORSEMENT

Letters of support from other public and/or specialized transportation providers significantly impact your application coordination score. Feel free to include letters of support from legislators, administrators or other elected officials, but please be aware that the inclusion of such materials will not affect application scoring. A quick guide for obtaining letters of support from other transportation providers:

- Mail the request early to allow sufficient time for response.
- Plan for written or phone follow-up (which also must be documented to meet the minimum requirement for coordination).
- **For applicants outside of the Northeastern Illinois area, you are required to provide letter of support from the local public transportation provider in order to be eligible for funding** (See Appendix G)
- Please list all other public and non-profit transportation services for the general public, elderly persons and persons with disabilities operating in your current or proposed service area. Note any comments or outline your coordination plan below.

Agency/Provider	Clientele	Website	Phone	Days of Operation	Hours	Contact Status
Budget Taxi	Public	NA	217-235-2227	Open Every Day	24 Hours Per Day	Letter and Call
Charleston Transitional Facility	Those Enrolled in Their Programs	<a href="http://www.ctfillinois.org">www.ctfillinois.org</a>	217-348-3869	Day Program Open Monday-Friday	8:00 am-4:00 pm	Letter and Call
Checker Top Cab Service	Public	NA	217-238-8850	Open Every Day	24 Hours Per Day	Letter and Call

Gould Bus Service	Public	NA	217-253-2232	As Chartered	As Chartered	Letter and Call
Greyhound Bus Line	Public	<a href="http://www.greyhound.com">www.greyhound.com</a>	217-234-3333	Commercial Bus Line	24 Hours Per Day	Letter and Call
H & H Transportation	Public	NA	217-348-7074	Taxi-Shuttle Service	24 Hours Per Day	Letter and Call
Life Links Mental Health	Individuals Enrolled in Their Programs	<a href="http://www.lifelinksinc.org">www.lifelinksinc.org</a>	217-234-6405	Program Transportation	Monday-Friday 8-4:00 PM	Letter and Call
Eastern Illinois University Shuttle	College Students	<a href="http://www.eiu.edu">www.eiu.edu</a>	217-581-5522	Campus Shuttle	7 Days per Week 8 am to 1 am	Letter and Call
RIDES MTD	Contract and General Public	<a href="http://www.ridesmtd.com">www.ridesmtd.com</a>	618-253-8761	Mass Transit	As Needed	Letter and Call
Central Illinois Public Transit	Contract and General Public	<a href="http://www.cefseoc.org">www.cefseoc.org</a>	217-347-0859	Mass Transit	As Needed	Letter and Call
Dial-A-Ride	Contract and General Public	<a href="http://www.colescouncilonaging.org">www.colescouncilonaging.org</a>	217-639-5159	Mass Transit	As Needed	Letter and Call
Coles County Shuttle Service	Public	NA	217-348-7074	Shuttle Service	As Needed	Letter and Call
First Student	School and Charter	<a href="http://www.firstcharterbus.com">www.firstcharterbus.com</a>	217-345-2443	School and Charter Bus	School Days and as Chartered	Letter and Call

Each transportation provider listed in the chart above did receive a letter which was mailed on 3/24/14 and then on 4/11/14 a follow up call to encourage them to participate in this process. RIDES MTD did respond by email deferring the endorsement to the Coles County provider Dial-A-Ride. CIPT will submit a written endorsement for this proposal. We also received an endorsement letter from one of the other DD providers in Coles County who also provides transportation.

**Other coordination Efforts:** CCAR Industries has from the beginning been involved in the regional HSTPC. CCAR staff has faithfully attended meetings and training sessions as well as other transportation related meetings and provided all information requested by IDOT. CCAR has represented individuals with disabilities and senior citizens in the development of the Region 8 plan. Those goals developed on the current plan include: (1) to Increase awareness and ridership of transportation services, (2) Establish regional connections between public transportation provider, human service agencies, and other providers and the general public, (3) Meet the specialized trip needs for specific populations, which include employment training and persons with functional mobility barriers, and (4) Increase the level of passenger assistance, professionalism of services, and efficiency of transportation systems and resources.

CCAR is in full support of the goals for this current plan and we intend to continue to participate in the improvement of transportation here in central Illinois. Up to this point the improvement in transportation coordination has been very helpful for the consumers enrolled in CCAR services. Our consumers have also been able to benefit from the improved services offered from the Dial-A-Ride program. They have been able to increase transportation to our local area and expansion of hours of services.

## RESOLUTION OF THE BOARD OF DIRECTORS

Board resolution authorizing application for and execution of Public Transportation Capital Assistance Grant under the Illinois Department of Transportation's general authority to make such Grants.

WHEREAS, the provision of general public and/or specialized paratransit service is essential to the transportation of elderly, disabled and other transportation disadvantaged persons; and

WHEREAS, The Illinois Department of Transportation's general authority to make such Grants, makes funds available to offset certain capital costs of a private non-profit, general public, or a IDOT Certified Public Provider transportation system providing specialized paratransit service; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF THE CCAR INDUSTRIES, INC.:

Section 1. That an application be made to the Division of Public and Intermodal Transportation, Department of Transportation, State of Illinois, for a financial assistance grant under The Illinois Department of Transportation's general authority to make such Grants, for the purpose of off-setting certain general public and/or Elderly and Disabled Transportation Program capital costs of CCAR Industries, INC.

Section 2. That **Lyla McGuire, Executive Director** an employee or board member of **CCAR Industries**, is hereby authorized and directed to execute and file such application on behalf of **CCAR Industries**.

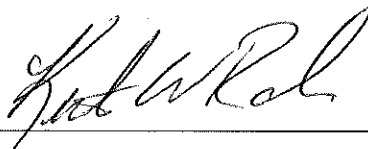
Section 3. That **Lyla McGuire, Executive Director of CCAR Industries** is authorized to furnish such additional information as may be required by the Division of Public & Intermodal Transportation in connection with the aforesaid application for said grant.

Section 4. That **Lyla McGuire, Executive Director of the CCAR Industries** is hereby authorized and directed to execute and file on behalf of the **CCAR Industries** any grant agreement pursuant to said application.

PRESENTED and ADOPTED this 24th of April 2014

  
\_\_\_\_\_  
President, Doug Bock

ATTEST: \_\_\_\_\_

  
\_\_\_\_\_  
Vice President, Kurtis Rankin

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

**Lyla McGuire**

*Executive Director*

3/26/2014

Administration  
Birth Through Two  
Client & Family  
Support

Residential Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

Adult Day Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

Developmental  
Training

200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

Manufacturing Plant

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

Vocational Services

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

Budget Taxi

309 South 21<sup>st</sup> Street  
Mattoon, Illinois 61938

Dear Transportation Manager,

Please be advised that CCAR Industries is making application to the Illinois Department of Transportation for two vehicles to add to our fleet. First, we wish to obtain a Medium Duty Para-transit vehicle that accommodates 14 seated passengers, or up to 5 wheelchairs. Also we wish to obtain one Minivan Para-transit vehicle that can accommodate 6 seated passengers, or up to two wheelchairs. This application is through the section 5310 Elderly and Disabled funds.

We will use the 14 passenger bus to run a daily am/pm route in Charleston which will allow us to move one of our older 14-passenger buses out of our fleet and the Mini-Van will be made available to our staff to transport smaller groups of people during the day and available to our group homes for evening and weekend trips in the community. The new Mini-Van will allow us to also move an older van out of our fleet.

Also, to meet the guidelines of the grant application we intend to follow this letter with a phone call to you in approximately two weeks from date this letter is

mailed. We will use that call to encourage you to submit your comment or seek any clarification from the written comments you did provide.

In accordance with federal grant program requirements, all public transit operators must be given a fair and timely opportunity to participate in the provision of the proposed services and to submit written comments on the proposed project to the Division of Public and Intermodal Transportation-IDOT.

All other area public and private transit operators are encouraged to submit written comments referencing the application and indicating:

- whether the services they are now providing or are prepared to provide are designed to meet the special needs of elderly and/or disabled persons in the service area of the Section 5310 project;
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Written comments should be submitted to CCAR Industries by April 24, 2014, so they can be included in the grant application.

Sincerely,

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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

**Lyla McGuire**

*Executive Director*

3/26/2014

## **Administration**

### **Birth Through Two**

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Charleston, IL 61920

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Phone: 348-7058  
Fax: 348-0729

### **Vocational Services**

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
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Central Illinois Public Transit  
C.E.F.S. Economic Opportunity Corporation  
1805 South Banker Street  
Effingham, IL 62401

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Sincerely,

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Larry Fisher  
Assistant Executive Director  
CCAR Industries



# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

## **Lyla McGuire**

*Executive Director*

Coles County Shuttle  
14761 Old State Road  
Charleston, IL 61920

### **Administration**

**Birth Through Two  
Client & Family  
Support**

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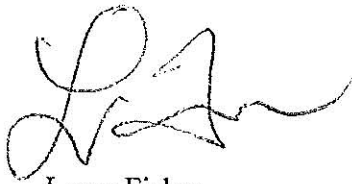
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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

## **Lyla McGuire**

*Executive Director*

Charleston Transitional Facility  
521 7<sup>th</sup> Street  
Charleston, IL 61920

### **Administration**

#### **Birth Through Two**

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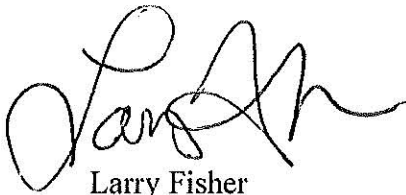
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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

Lyla McGuire  
*Executive Director*

Checker Top Cab  
1904 Broadway Avenue  
Mattoon, IL 61938

Administration  
Birth Through Two  
Client & Family  
Support  
Residential Services  
1530 Lincoln Avenue  
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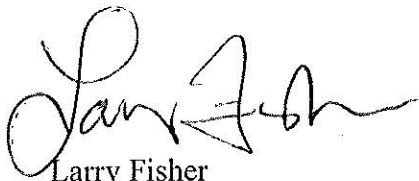
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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

Lyla McGuire  
*Executive Director*

Dial-A-Ride  
Susan Starwalt, Program Director  
11021 E CR 800 N  
Charleston, IL 61920

Administration  
Birth Through Two  
Client & Family  
Support  
Residential Services  
1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

Adult Day Services  
1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

Developmental  
Training  
200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

Manufacturing Plant  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

Vocational Services  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

Dear Transportation Manager,

Please be advised that CCAR Industries is making application to the Illinois Department of Transportation for two vehicles to add to our fleet. First, we wish to obtain a Medium Duty Para-transit vehicle that accommodates 14 seated passengers, or up to 5 wheelchairs. Also we wish to obtain one Minivan Para-transit vehicle that can accommodate 6 seated passengers, or up to two wheelchairs. This application is through the section 5310 Elderly and Disabled funds.

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Sincerely,

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Larry Fisher  
Assistant Executive Director  
CCAR Industries



# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

Lyla McGuire  
*Executive Director*

3/26/2014

## Administration

### Birth Through Two

### Client & Family Support

### Residential Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

### Adult Day Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

## Developmental

### Training

200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

### Manufacturing Plant

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

### Vocational Services

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

Eastern Illinois University  
Panther Shuttle  
1600 Lincoln Avenue  
Charleston, IL 61920

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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

---

3/26/2014

**Lyla McGuire**  
*Executive Director*

First Student  
1355 N. 5<sup>th</sup> Street  
Charleston, IL, 61920

**Administration**  
**Birth Through Two**  
**Client & Family**  
**Support**

**Residential Services**  
1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

**Adult Day Services**  
1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

**Developmental**  
**Training**  
200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

**Manufacturing Plant**  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

**Vocational Services**  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
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Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

Lyla McGuire  
Executive Director

3/26/2014

Administration  
Birth Through Two  
Client & Family  
Support  
Residential Services  
1530 Lincoln Avenue  
Charleston, IL 61920  
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Developmental  
Training  
200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

Manufacturing Plant  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

Vocational Services  
1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

Gould Bus Service  
400 S. Washington Street  
Tuscola, IL 61953

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Larry Fisher  
Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

## **Lyla McGuire**

*Executive Director*

Greyhound Bus Line  
1904 Broadway Avenue  
Mattoon, IL 61938

### **Administration**

**Birth Through Two  
Client & Family  
Support**

### **Residential Services**

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

### **Adult Day Services**

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

### **Developmental Training**

200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

### **Manufacturing Plant**

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

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1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

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Larry Fisher  
Assistant Executive Director  
CCAR Industries



# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

Lyla McGuire  
Executive Director

3/26/2014

## Administration

Birth Through Two

Client & Family  
Support

Residential Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

H & H Shuttle Service  
14761 Old State Road  
Charleston, IL 61920

Dear Transportation Manager,

## Adult Day Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

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## Developmental Training

200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

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## Manufacturing Plant

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-7058  
Fax: 348-0729

## Vocational Services

1600 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0729

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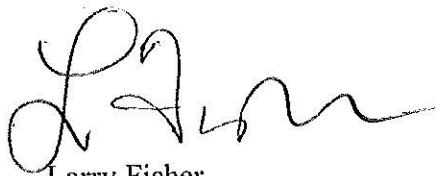
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# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

Lyla McGuire

*Executive Director*

3/26/2014

## Administration

### Birth Through Two

### Client & Family Support

### Residential Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

### Life Links

750 Broadway Avenue East  
Mattoon, IL 61938

## Adult Day Services

1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

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200 West Locust 348-3300  
1530 Lincoln Ave. 348-0127  
1600 Lincoln Ave. 348-0853  
Charleston, IL 61920

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1600 Lincoln Avenue  
Charleston, IL 61920  
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Assistant Executive Director  
CCAR Industries

# CCAR Industries

Serving Persons with Developmental  
Disabilities Throughout Their Lifespan

3/26/2014

Lyla McGuire  
*Executive Director*

RIDES MTD  
Debra King, Chief Operational Officer  
1200 West Poplar Street  
Harrisburg, IL 62946

Administration  
Birth Through Two  
Client & Family  
Support

Residential Services  
1530 Lincoln Avenue  
Charleston, IL 61920  
Phone: 348-0127  
Fax: 348-0740

Adult Day Services  
1530 Lincoln Avenue  
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200 West Locust 348-3300  
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Phone: 348-7058  
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Larry Fisher  
Assistant Executive Director  
CCAR Industries

**Dial-A-Ride**

April 8, 2014

Illinois Department of Transportation  
Mr. Mike Healy  
CVP Program Manager  
100 W. Randolph, Suite 6-600  
Chicago, IL 60601

Dear Mr. Healy:

The Coles County Council on Aging's Dial-A-Ride Public Transportation program supports the CCAR request for the Illinois Department of Transportation CY14 Section 5310 vehicle grant application for a 14 passenger bus and a 6 passenger minivan.

CCAR will use the 14 passenger bus to accommodate their Charleston in-town routes of highly disabled consumers. These consumers require more assistance than Dial-A-Ride is trained to provide. The 6 passenger minivan will be held at a group home site to accommodate weekend and late evening trips.

CCAR & Dial-A-Ride have had a long standing relationship with training and collaboration efforts. Beginning in July of 2012, Dial-A-Ride and CCAR successfully partnered by providing transportation to CCAR's work program for consumers who reside in Mattoon, IL and shortly after this we included their Oakland and Ashmore routes. Beginning in late 2013 we added a Douglas County route. This collaboration is a direct result of the successful Human Services Transportation Program (HSTP). This effort has had a positive impact on the Dial-A-Ride Program. CCAR also transferred to us a 22 passenger bus that they no longer used which allows us to be more efficient.

The CCAR program is a valuable asset to Coles County. I ask you to give the CCAR program your utmost consideration for continued funding for FY13 Section 5310.

Sincerely,



Susan Starwalt, CCTM  
Dial-A-Ride Administrative Director  
Coles County Council on Aging, Inc.



# C.E.F.S. Economic Opportunity Corporation

*"Community Action Agency"*



1805 S. Banker Street, P.O. Box 928  
Effingham, Illinois 62401-0928  
PHONE: (217) 342-2193 ~ FAX: (217) 342-4701  
E-MAIL: [cefs@cefseoc.org](mailto:cefs@cefseoc.org)  
WEBSITE: [www.cefseoc.org](http://www.cefseoc.org)

**PAUL D. WHITE**  
*Chief Executive Officer*

April 16, 2014

CCAR Industries  
Attn: Larry Fisher  
1530 Lincoln Ave.  
Charleston, IL 61920

Dear Mr. Fisher,

Please consider this letter as endorsement for your transportation request for capital assistance through the Illinois Department of Transportation.

C.E.F.S. Economic opportunity Corporation/Central Illinois Public Transit (C.E.F.S./CIPT) provides public transportation services in Clay, Fayette, Montgomery, Shelby, Douglas, Effingham, and Moultrie Counties; public transportation is inclusive of elderly and people with disabilities as well as the general public.

C.E.F.S./CIPT does not wish to provide services to your Charleston route and in particular Coles County residents that CCAR serves as described in your email. However, C.E.F.S./CIPT remains committed to cooperative coordination with CCAR Industries should the situation arise.

All C.E.F.S./CIPT vehicles dedicated to public transit are accessible to the elderly and people with disabilities.

We support all coordination efforts with CCAR Industries and look forward to your cooperation and coordination at the local level.

Sincerely,

A handwritten signature in dark ink, appearing to read "Dennis Shiley", is written over the printed name.

Dennis Shiley  
Transportation Director



This is the response we received from RIDES MTD in reference to our request for a letter of support:

Larry,

We are in receipt of your request for your FY15 application. Rides Mass Transit District has no objections to your request. We do not represent Coles county and would defer to Dial A Ride on those matters.

Sincerely,

Debra King

Chief Operations Officer  
Rides Mass Transit District  
1200 West Poplar  
Harrisburg, IL 62946  
Direct: 618-253-8761 ext 310  
Fax: 618-252-2754  
E: [coo@ridesmtd.com](mailto:coo@ridesmtd.com)

Rides Mass Transit District (RMTD) accepts no liability for the content of this communication, or for the consequences of any actions taken on the basis of the information provided, unless that information is subsequently confirmed in writing. Any views or opinions presented in this communication are solely those of the author and do not necessarily represent those of RMTD.

Confidentiality Notice: This communication, including any files or attachments transmitted with it may contain confidential or privileged information and is intended only for the individual or entity to which it is addressed. If you are not the intended recipient, you are advised that any disclosure, copying, distribution or other use of the contents of this information is strictly prohibited. If you have received this in error, please immediately notify the sender via telephone at 618-253-8761 or by return e-mail and delete the email from your system

CTF ILLINOIS  
6081 Development Drive  
Charleston, IL 61920



Phone: (217) 348-3869  
Fax: (217) 348-8804  
[www.ctfillinois.org](http://www.ctfillinois.org)

March 17, 2014

Larry Fisher  
Assistant Executive Director  
CCAR Industries  
1600 Lincoln Avenue  
Charleston, IL 61920

Dear Larry Fisher,

CTF Illinois received your letter dated March 17<sup>th</sup>, 2014 regarding your application to the Illinois Department of Transportation (IDOT) Consolidated Vehicle Procurement Rolling Stock Capital Assistance program. I understand CCAR Industries is applying for one 14-passenger Medium Duty Paratransit Vehicle and one Minivan Paratransit Vehicle.

CTF provides similar services as CCAR Industries and I know the importance of these vehicles. CCAR Industries is providing transportation to individuals on a daily basis for residential services, developmental training services, vocational services, medical appointments, and community integration activities.

CTF supports your application for these new vehicles which will be used to replace some of your older vehicles. It is important that safe and reliable transportation is provided to the individuals with disabilities. I know all vehicles that CCAR Industries utilizes receive heavy use on a daily basis as they transport individuals with disabilities. CTF Illinois does not have the capacity to provide transportation for CCAR Industries and these two vehicles will meet your needs.

I look forward to continuing this discussion to improve transportation services at the regional Human Services Transportation Committees and know that by working together we can improve the local transportation system.

If you need any other support or if I can be of any other assistance, please do not hesitate to contact me.

Thank you.

Mike Brown  
CTF, Vice President-Operations

## Appendix A

### Illinois Department of Transportation (“IDOT”) and Federal Transit Administration (“FTA”) Assistance Programs 2013 Joint Certifications And Assurances

This section is to be completed by all Non-Profit and IDOT Certified Public Body Applicants. By signing the attached Appendix A – Page 2 and Appendix C (Opinion of Counsel), the Applicant agrees to comply with the following applicable requirements (attached) of IDOT and FTA Assurance Programs Joint Certifications and Assurances for Grantees:

Group#	Description	Public Bodies	Not for Profit
01.	Required Certifications and Assurances for Each Applicant.	X	X
02.	Lobbying.	X	X
03.	Private Sector Protections.	X	N/A
04.	Procurement and Procurement System.	X	Performed by IDOT
05.	Rolling Stock Reviews and Bus Testing.	Performed by IDOT	Performed by IDOT
06.	Demand Responsive Service.	X	N/A
07.	Intelligent Transportation Systems.	N/A	N/A
08.	Interest and Finance Costs and Leasing Costs.	N/A	N/A
09.	Transit Asset Management and Agency Safety Plans.	X	Performed by IDOT
10.	Alcohol and Controlled Substances Testing.	X	X
11.	Fixed Guideway Capital Investment Program (New Starts, Small Starts, and Core Capacity) and Capital Investment Program in Effect before MAP-21.	N/A	N/A
12.	State of Good Repair Program.	X	N/A
13.	Fixed Guideway Modernization Grant Program.	N/A	N/A
14.	Bus/Bus Facilities Programs.	X	N/A
15.	Urbanized Area Formula Programs and Job Access and Reverse Commute (JARC) Program.	X	N/A
16.	Seniors/Elderly/Individuals with Disabilities Programs and New Freedom Program.	X	X
17.	Rural/Other Than Urbanized Areas/Appalachian Development/Over-the-Road Bus Accessibility Programs.	X	N/A
18.	Public Transportation on Indian Reservations and “Tribal Transit	N/A	N/A
19.	Low or No Emission/Clean Fuels Grant Programs.	N/A	N/A
20.	Paul S Sarbanes Transit in Parks Program.	N/A	N/A
21.	State Safety Oversight Program.	N/A	N/A
22.	Public Transportation Emergency Relief Program.	N/A	N/A
23.	Expedited Project Delivery Pilot Program.	N/A	N/A
24.	Infrastructure Finance Programs.	N/A	N/A

**Joint Certification and Assurances for IDOT & FTA Programs Authorization**

Please Print or Type: Name of Applicant/Agency:

CCAR Industries

Name and Relationship of Board Authorized Representative:

Lyla McGuire, Executive Director

BY SIGNING BELOW, on behalf of the Applicant, I declare that the Applicant has duly authorized me to make these certifications and assurances and bind the Applicant's compliance. Thus, the Applicant agrees to comply with all State and Federal statutes, regulations, executive orders, and Federal requirements applicable to each application it makes to the Federal Transit Administration (FTA) and/or the Illinois Department of Transportation (IDOT) in Federal Fiscal Year 2013.

IDOT and the FTA intend that the certifications and assurances in should apply to each project for which the Applicant seeks now, or may later seek, FTA or IDOT assistance during Federal Fiscal Year 2013.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and any other submission made to FTA or IDOT, and acknowledges that the provisions of the Program Fraud Civil Remedies Act of 1986, 31 U.S.C. 3801, *et seq.*, and implemented by U.S. DOT regulations, "Program Fraud Civil Remedies," 49 CFR. part 31 apply to any certification, assurance or submission made to IDOT or FTA. The criminal fraud provisions of 18 U.S.C. 1001 apply to any certification, assurance, or submission made in connection with the Urbanized Area Formula Program, 49 U.S.C. 5307, and may apply to any other certification, assurance, or submission made in connection with any program administered by FTA or IDOT.

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

4/10/14

Date:

Lyla McGuire

Authorized Representative of Applicant

### Affirmation Of Applicant's Attorney

For

CCAR Industries

(Name of Applicant)

As the undersigned Attorney for the above named Applicant, I hereby affirm to the Applicant that it has authority Under State, local or tribal governmental law, as applicable, to make and comply with the certifications and assurances as indicated on the foregoing pages. I further affirm that, in my opinion, the certifications and assurances

have been legally made and constitute legal and binding obligations on the Applicant.

I further affirm to the Applicant tat, to the best of my knowledge, there is no legislation or litigation pending or imminent that might adversely affect the validity of these certifications and assurances, or of the performance of the project.

Henry E. Kramer  
Signature

April 7, 2014

Date

Henry E. Kramer

Attorney for Applicant

## **PREFACE**

*IDOT requests that you read each Certification and Assurance and select those that will apply to all Projects for which might seek FTA funding. Only if you select adequate Certifications and Assurances on your Applicant's behalf, as required by Federal law or regulation, may IDOT award Federal funding for your Applicant's Project.*

*We have consolidated our Certifications and Assurances into twenty-four (24) Groups. At a minimum, you must select the assurances in Group 01. If the Applicant requests more than \$100,000, you must also select the "Lobbying" Certification in Group 02, unless your Applicant is an Indian tribe or organization or a tribal organization. The Applicant may need to select some of the Certifications and Assurances in Groups 03 through 24. However, instead of selecting individual Groups of Certifications and Assurances, you may make a single selection that will encompass all Groups of Certifications and Assurances applicable to all our programs. IDOT understand and agree that not every provision of these twenty-four (24) Certifications and Assurances will apply to every Applicant or every Project FTA funds. The type of Project and Applicant will determine which Certifications and Assurances apply. Please utilize the table prior to this section for more guidance on certifications.*

*The Applicant also understands and agrees that these Certifications and Assurances are pre-award requirements, generally required by Federal law or regulation, and do not include all Federal requirements that may apply to your Applicant or its Project. Our FTA Master Agreement MA(19) for Federal FY 2013, <http://www.fta.dot.gov/documents/19-Master.pdf>, contains a list of most of those requirements.*

*The Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in the Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take the appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

### **GROUP 01. REQUIRED CERTIFICATIONS AND ASSURANCES FOR EACH APPLICANT.**

#### **A. Assurance of Authority of the Applicant and Its Representative.**

On behalf of your Applicant, you certify that both you and your Applicant's attorney who sign these Certifications, Assurances, and Agreements affirm that both your Applicant and you, as its authorized representative, may undertake the following activities on behalf of your Applicant, in compliance with applicable State, local, or Indian tribal laws and regulations, and your Applicant's by-laws or internal rules:

1. Execute and file its application for Federal funds,
2. Execute and file its Certifications, Assurances, and Agreements binding its compliance,
3. Execute Grant Agreements or Cooperative Agreements, or both, with FTA,
4. Comply with applicable Federal laws and regulations, and
5. Follow applicable Federal guidance.

#### **B. Standard Assurances.**

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

1. Your Applicant will comply with all applicable Federal statutes and regulations to carry out any FTA funded Project,
2. Your Applicant is under a continuing obligation to comply with the terms and conditions of the FTA Grant Agreement or Cooperative Agreement for its Project, including the FTA Master Agreement incorporated by reference and made part of the latest amendment to the Grant Agreement or Cooperative Agreement,
3. Your Applicant recognizes that Federal laws and regulations may be modified from time to time and those modifications may affect Project implementation,
4. Your Applicant understands that Presidential executive orders and Federal guidance, including Federal policies and program guidance, may be issued concerning matters affecting your Applicant or its Project,
5. Your Applicant agrees that the most recent Federal laws, regulations, and guidance will apply to its Project, unless FTA determines otherwise in writing,
6. In light of recent FTA legislation applicable to FTA and except as FTA

determines otherwise in writing, your Applicant agrees that requirements for FTA programs may vary depending on the fiscal year for which the funding for those programs was appropriated:

- a. In some instances, FTA has determined that Federal statutory or regulatory program and eligibility requirements for FY 2012 or a specific previous fiscal year will apply to:
  - (1) New grants and cooperative agreements, and
  - (2) New amendments to grants and cooperative agreements that:
    - (a) Have been awarded Federal funds made available or appropriated for FY 2012 or the previous fiscal year, or
    - (b) May be awarded Federal funds appropriated for FY 2012 or the previous fiscal year, but
- b. In other instances, FTA has determined that MAP-21 will apply to the Federal funds made available or appropriated for FY 2012 or a previous fiscal year, and
- c. For all FTA funded Projects, the following MAP-21 cross-cutting requirements supersede conflicting provisions of previous Federal law and regulations:
  - (1) Metropolitan and Statewide Planning, (2) Environmental Review Process,
  - (3) Agency Safety Plans,
  - (4) Transit Asset Management Provisions (and Asset Inventory and Condition Reporting),
  - (5) Costs Incurred by Providers of Public Transportation by Vanpool, (6) Revenue Bonds as Local Match,
  - (7) Debt Service Reserve,
  - (8) Government's Share of Cost of Vehicles, Vehicle-Equipment, and Facilities for ADA and Clean Air Act Compliance, (9) Private Sector Participation,
  - (10) Bus Testing, (11) Buy America,
  - (12) Corridor Preservation, (13) Rail Car Procurements,
  - (14) Veterans Preference/Employment,
  - (15) Alcohol and Controlled Substance Testing, and
  - (16) Other provisions as FTA may determine.

*(See the Federal Transit Administration, "Notice of FTA Transit Program Changes, Authorized Funding Levels and Implementation of the Moving Ahead for Progress in the 21st Century Act (MAP-21) and FTA FY 2013 Apportionments, Allocations, Program Information and Interim Guidance," 77 Fed. Reg. 663670, October 16, 2012.)*

### **C. Intergovernmental Review Assurance.**

*(The assurance in Group 01.C does not apply to an Indian tribe, an Indian organization or a tribal organization that applies for funding made available or appropriated for FTA's Public Transportation on Indian Reservations Program authorized by 49 U.S.C. 5311(c)(1), as amended by MAP-21 or to FTA's Tribal Transit Program authorized by former 49 U.S.C. 5311(c)(1) in effect in FY 2012 or a previous fiscal year.)*

To facilitate compliance with U.S. Department of Transportation (U.S. DOT) regulations, "Intergovernmental Review of Department of Transportation Programs and Activities," 49 CFR part 17, on behalf of your Applicant, you assure that it has submitted or will submit each application for Federal funding to the appropriate State and local agencies for intergovernmental review, as required by those regulations.

### **D. Nondiscrimination Assurance.**

On behalf of your Applicant, you assure that:

1. Your Applicant will comply with the following laws and regulations so that no person in the United States will be denied the benefits of, or otherwise be subjected to discrimination in any U.S. DOT or FTA funded program or activity (particularly in the level and quality of transportation services and transportation-related benefits on the basis of race, color, national origin, religion, sex, disability, or age:
  - a. Federal transit laws, specifically 49 U.S.C. 5332, as amended by MAP-21 (prohibiting discrimination on the basis of race, color, religion, national origin, sex, disability, or age, and in employment or business opportunity),
  - b. Title VI of the Civil Rights Act of 1964, as amended, 42 U.S.C. 2000d, c. The Rehabilitation Act of 1973, as amended, 29 U.S.C. 794, *et seq.*,
  - d. The Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*,
  - e. U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation-Effectuation of Title VI of the Civil Rights Act of 1964," 49 CFR part 21,
  - f. U.S. DOT regulations, specifically 49 CFR parts 27, 37, 38, and 39, and

- g. Any other applicable Federal statutes that may be signed into law or Federal regulations that may be promulgated,
- 2. Your Applicant will comply with Federal guidance implementing Federal nondiscrimination laws and regulations, except to the extent FTA determines otherwise in writing,
- 3. As required by 49 CFR 21.7:
  - a. Your Applicant will comply with 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 in the manner: (1) It conducts each Project,
    - (2) It undertakes property acquisitions, and
    - (3) It operates its Project facilities, including: (a) Its entire facilities, and
      - (b) Its facilities operated in connection with its Project,
  - b. This assurance applies to your Applicant's entire Project and to all parts of its facilities, including the facilities it operates to implement its Project,
  - c. Your Applicant will promptly take the necessary actions to carry out this assurance, including:
    - (1) Notifying the public that discrimination complaints about transportation- related services or benefits may be filed with U.S. DOT or FTA, and
    - (2) Submitting information about its compliance with these provisions to U.S. DOT or FTA upon their request,
  - d. If your Applicant transfers FTA funded real property, structures, or improvements to another party, any deeds and instruments recording that transfer will contain a covenant running with the land assuring nondiscrimination:
    - (1) While the property is used for the purpose that the Federal funding is extended, and
    - (2) While the property is used for another purpose involving the provision of similar services or benefits,
  - e. The United States has a right to seek judicial enforcement of any matter arising under:
    - (1) Title VI of the Civil Rights Act, 42 U.S.C. 2000d, (2) U.S. DOT regulations, 49 CFR part 21, and
    - (3) This assurance,
  - f. Your Applicant will make any changes in its Title VI implementing procedures as U.S. DOT or FTA may request to comply with:
    - (1) Title VI of the Civil Rights Act, 42 U.S.C. 2000d, (2) U.S. DOT regulations, 49 CFR part 21, and
    - (3) Federal transit laws, 49 U.S.C. 5332, as amended by MAP-21,
  - g. Your Applicant will comply with Federal guidance issued to implement Federal nondiscrimination requirements, except as FTA determines otherwise in writing,
  - h. Your Applicant will extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each Third Party Participant, including:
    - (1) Any Subrecipient, (2) Any Transferee,
    - (3) Any Third Party Contractor or Subcontractor at any tier, (4) Any Successor in Interest,
    - (5) Any Lessee, or
    - (6) Any other Third Party Participant in its Project,
      - i. Your Applicant will include adequate provisions to extend the requirements of 49 U.S.C. 5332, as amended by MAP-21, 42 U.S.C. 2000d, and 49 CFR part 21 to each third party agreement, including: (1) Each subagreement,
      - (2) Each property transfer agreement,
      - (3) Each third party contract or subcontract at any tier,
      - (4) Each lease, or
      - (5) Each participation agreement, and
  - j. The assurances you have made on behalf of your Applicant will remain in effect as long as:
    - (1) Federal funding is extended to your Applicant's Project,
    - (2) Your Applicant's Project property is used for a purpose for which the Federal funding is extended,
    - (3) Your Applicant's Project property is used for a purpose involving the provision of similar services or benefits, or
    - (4) Your Applicant retains ownership or possession of its Project property, and
- 4. As required by U.S. DOT regulations, "Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance," 49 CFR part 27, specifically 49 CFR 27.9, and consistent with 49 U.S.C. 5307(c)(1)(D)(iii), as amended by MAP-21, your assure that:
  - a. Your Applicant will comply with the following prohibitions against discrimination on the basis of disability, which are a condition of approval or extension of any FTA funding awarded to:
    - (1) Construct any facility,
    - (2) Obtain any rolling stock or other equipment, (3) Undertake studies,
    - (4) Conduct research, or
    - (5) Participate in or obtain any benefit from any FTA administered program, and



- b. In any program or activity receiving or benefiting from Federal funding that U.S. DOT administers, no otherwise qualified people with a disability will, because of their disability, be:
  - (1) Excluded from participation, (2) Denied benefits, or
  - (3) Otherwise subjected to discrimination.

#### **E. Suspension and Debarment Certification.**

On behalf of your Applicant, you certify that:

1. Your Applicant will comply and facilitate compliance with U.S. DOT regulations, "Nonprocurement Suspension and Debarment," 2 CFR part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement)," 2 CFR part 180,
2. To the best of your knowledge and belief, and your Applicant's knowledge and belief, that your Applicant's Principals and Subrecipients at the first tier:
  - a. Are eligible to participate in covered transactions of any Federal department or agency and are not presently:
    - (1) Debarred,
    - (2) Suspended,
    - (3) Proposed for debarment, (4) Declared ineligible,
    - (5) Voluntarily excluded, or
    - (6) Disqualified,
  - b. Your Applicant's management has not within a three-year period preceding its latest application or proposal been convicted of or had a civil judgment rendered against any of them for:
    - (1) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction, or contract under a public transaction,
    - (2) Violation of any Federal or State antitrust statute, or
    - (3) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making any false statement, or receiving stolen property,
  - c. Your Applicant is not presently indicted for, or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses listed in the preceding Section 1.b of this Certification,
  - d. Your Applicant has not had one or more public transactions (Federal, State, or local) terminated for cause or default within a three-year period preceding this Certification,
  - e. If, at a later time, your Applicant receives any information that contradicts the statements of subparagraphs 2.a – 2.d above, your Applicant will promptly provide that information to FTA,
  - f. Your Applicant will treat each lower tier contract or lower tier subcontract under its Project as a covered lower tier contract for purposes of 2 CFR part 1200 and 2 CFR part 180 if it:
    - (1) Equals or exceeds \$25,000, (2) Is for audit services, or
    - (3) Requires the consent of a Federal official, and
  - g. Your Applicant will require that each covered lower tier contractor and subcontractor:
    - (1) Comply and facilitate compliance with the Federal requirements of 2 CFR parts 180 and 1200, and
    - (2) Assure that each lower tier participant in its Project is not presently declared by any Federal department or agency to be:
      - (a) Debarred from participation in your Applicant's federally funded Project,
      - (b) Suspended from participation in your Applicant's federally funded Project,
      - (c) Proposed for debarment from participation in your Applicant's federally funded Project,
      - (d) Declared ineligible to participate in your Applicant's federally funded Project,
      - (e) Voluntarily excluded from participation in your Applicant's federally funded Project, or
      - (f) Disqualified from participation in your Applicant's federally funded Project, and
3. Your Applicant will provide a written explanation as indicated on its Signature Page or a page attached in FTA's TEAM-Web if it or any of its principals, including any of its first tier Subrecipients or any of its Third Party Participants at a lower tier, is unable to certify compliance with to the preceding statements in this Certification 01.E.

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

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

1. **Administrative Activities.** On behalf of your Applicant, you assure that:
  - a. For every project described in any application your Applicant submits, your Applicant has adequate resources to properly plan, manage, and complete its Project, including:
    - (1) The legal authority to apply for Federal funding, (2) The institutional capability,
    - (3) The managerial capability, and
    - (4) The financial capability (including funds sufficient to pay the non-Federal share of Project cost),
  - b. Your Applicant will give limited access and the right to examine Project- related materials, including, but not limited to:
    - (1) FTA,
    - (2) The Comptroller General of the United States, and
    - (3) If appropriate, the State, through any authorized representative,
  - c. Your Applicant will establish a proper accounting system in accordance with generally accepted accounting standards or FTA guidance, and
  - d. Your Applicant will establish safeguards to prohibit employees from using their positions for a purpose that results in:
    - (1) A personal or organizational conflict of interest, or personal gain, or
    - (2) The appearance of a personal or organizational conflict of interest or personal gain.
2. **Project Specifics.** On behalf of your Applicant, you assure that:
  - a. Following receipt of an FTA award, your Applicant will begin and complete Project work within the time periods that apply, b. For FTA funded construction Projects:
    - (1) Your Applicant will comply with FTA provisions concerning the drafting, review, and approval of construction plans and specifications,
    - (2) Your Applicant will, to the extent practicable, provide and maintain competent and adequate engineering supervision at the construction site to assure that the completed work conforms with the approved plans and specifications,
    - (3) Your Applicant will include a covenant to assure nondiscrimination during the useful life of its Project in its title to federally funded real property,
    - (4) To the extent FTA requires, your Applicant will record the Federal interest in the title to FTA funded real property or interests in real property, and
    - (5) To the extent practicable, absent permission and instructions from FTA, your Applicant will not alter the site of the FTA funded construction Project or facilities by:
      - (a) Disposing of the underlying real property or other interest in the site and facilities,
      - (b) Modifying the use of the underlying real property or other interest in the site and facilities, or
      - (c) Changing the terms of the underlying real property title or other interest in the site and facilities, and
  - c. Your Applicant will furnish progress reports and other information as FTA or the State may require.
3. **Statutory and Regulatory requirements.** On behalf of your Applicant, you assure that:
  - a. Your Applicant will comply with all Federal statutes relating to nondiscrimination that apply, including, but not limited to:
    - (1) The prohibitions against discrimination on the basis of race, color, or national origin, as provided in Title VI of the Civil Rights Act, 42 U.S.C. 2000d,
    - (2) The prohibitions against discrimination on the basis of sex, as provided in:
      - (a) Title IX of the Education Amendments of 1972, as amended, 20 U.S.C. 1681 – 1683, and 1685 – 1687, and
      - (b) U.S. DOT regulations, “Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance,” 49 CFR part 25,
    - (3) The prohibitions against discrimination on the basis of age in federally funded programs, as provided in the Age Discrimination Act of 1975, as amended, 42 U.S.C. 6101 – 6107,
    - (4) The prohibitions against discrimination on the basis of disability in federally funded programs, as provided in section 504 of the Rehabilitation Act of 1973, as amended, 29 U.S.C. 794,
    - (5) The prohibitions against discrimination on the basis of disability, as provided in the Americans with Disabilities Act of 1990, as amended, 42 U.S.C. 12101 *et seq.*
    - (6) The prohibitions against discrimination in the sale, rental, or financing of housing, as provided in Title VIII of the Civil Rights Act, 42 U.S.C. 3601 *et seq.*,
    - (7) The prohibitions against discrimination on the basis of drug abuse, as provided in the Drug Abuse Office and Treatment Act of 1972, as amended, 21 U.S.C. 1101 *et seq.*,
    - (8) The prohibitions against discrimination on the basis of alcohol abuse, as provided in the Comprehensive Alcohol Abuse and Alcoholism Prevention Act of 1970, as amended, 42 U.S.C. 4541 *et seq.*,
    - (9) The confidentiality requirements for the records of alcohol and drug

abuse patients, as provided in the Public Health Service Act, as amended,  
42 U.S.C. 290dd – 290dd-2, and

(10) The nondiscrimination provisions of any other statute(s) that may apply to its Project,

b. As provided by the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended (Uniform Relocation Act), 42 U.S.C. 4601 *et seq.*, and the MAP-21 amendment to 49 U.S.C. 5323(b), regardless of whether Federal funding has been provided for any of the real property acquired for Project purposes, your Applicant will provide for fair and equitable treatment of displaced persons or persons whose property is acquired as a result of federally funded programs, and:

(1) Your Applicant has the necessary legal authority under State and local laws and regulations to comply with:

(a) The Uniform Relocation Act. 42 U.S.C. 4601 *et seq.*, as specified by 42 U.S.C. 4630 and 4655, and

(b) U.S. DOT regulations, “Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs,” 49 CFR part 24, specifically 49 CFR 24.4, and

(2) Your Applicant has complied with or will comply with the Uniform Relocation Act and implementing U.S. DOT regulations, because:

(a) Your Applicant will adequately inform each affected person of the benefits, policies, and procedures provided for in 49 CFR part 24,

(b) As required by 42 U.S.C. 4622, 4623, and 4624, and 49 CFR part 24, your Applicant will provide fair and reasonable relocation payments and assistance for displacement, resulting from any FTA funded Project, of:

1 Families and individuals, and

2 Partnerships, corporations, or associations,

(c) As provided by 42 U.S.C. 4625 and 49 CFR part 24, your Applicant will provide relocation assistance programs offering the services described in the U.S. DOT regulations to such displaced:

1 Families and individuals, and

2 Partnerships, corporations, or associations,

(d) As required by 42 U.S.C. 4625(c)(3), within a reasonable time before displacement, your Applicant will make available comparable replacement dwellings to families and individuals, (e) Your Applicant will:

1 Carry out the relocation process to provide displaced persons with uniform and consistent services, and

2 Make available replacement housing in the same range of choices with respect to such housing to all displaced persons regardless of race, color, religion, or national origin,

(f) Your Applicant will be guided by the real property acquisition policies of 42 U.S.C. 4651 and 4652 to the greatest extent practicable under State law,

(g) Your Applicant will pay or reimburse property owners for their necessary expenses as specified in 42 U.S.C. 4653 and 4654, understanding that FTA will provide Federal funding for its eligible costs of providing payments for those expenses, as required by 42 U.S.C. 4631,

(h) Your Applicant will execute the necessary implementing amendments to third party contracts and subagreements financed with FTA funding,

(i) Your Applicant will execute, furnish, and be bound by such additional documents as FTA may determine necessary to effectuate or implement these assurances,

(j) Your Applicant will incorporate these assurances by reference into and make them a part of any third party contract or subagreement, or any amendments thereto, relating to any FTA funded Project involving relocation or land acquisition, and

(k) Your Applicant will provide in any affected document that these relocation and land acquisition provisions must supersede any conflicting provisions,

c. To the extent practicable, your Applicant will comply with the Lead-Based Paint Poisoning Prevention Act, specifically 42 U.S.C. 4831(b), which prohibits the use of lead-based paint in the construction or rehabilitation of residence structures,

d. Your Applicant will, to the extent practicable, comply with the protections for human subjects involved in research, development, and related activities supported by Federal funding of:

(1) The National Research Act, as amended, 42 U.S.C. 289 *et seq.*, and

(2) U.S. DOT regulations, “Protection of Human Subjects,” 49 CFR part 11, e. Your Applicant will, to the extent practicable, comply with the labor standards

and protections for federally funded Projects of:

(1) The Davis-Bacon Act, as amended, 40 U.S.C. 3141 – 3144, 3146, and 3147,

(2) Sections 1 and 2 of the Copeland “Anti-Kickback” Act, as amended, 18 U.S.C. 874, and 40 U.S.C. 3145, respectively, and

(3) The Contract Work Hours and Safety Standards Act, as amended, 40 U.S.C. 3701 *et seq.*,

- f. Your Applicant will, to the extent practicable, comply with any applicable environmental standards that may be prescribed to implement Federal laws and executive orders, including, but not limited to:
  - (l) Following the institution of environmental quality control measures under the National Environmental Policy Act of 1969, as amended, 42 U.S.C. 4321 – 4335 and Executive Order No. 11514, as amended, 42 U.S.C. 4321 note,
  - (2) Following the notification of violating facilities provisions of Executive Order No. 11738, 42 U.S.C. 7606 note,
  - (3) Following the protection of wetlands provisions of Executive Order No. 11990, 42 U.S.C. 4321 note,
  - (4) Following the evaluation of flood hazards in floodplains provisions of Executive Order No. 11988, 42 U.S.C. 4321 note,
  - (5) Complying with the assurance of Project consistency with the approved State management program developed pursuant to the Coastal Zone Management Act of 1972, as amended, 16 U.S.C. 1451 – 1465,
  - (6) Complying with the Conformity of Federal Actions to State (Clean Air) Implementation Plans requirements under section 176(c) of the Clean Air Act of 1955, as amended, 42 U.S.C. 7401 – 7671q,
  - (7) Complying with the protections for underground sources of drinking water under the Safe Drinking Water Act of 1974, as amended, 42 U.S.C. 300f – 300j-6,
  - (8) Complying with the protections for endangered species under the Endangered Species Act of 1973, as amended, 16 U.S.C. 1531 – 1544, (9) Complying with the environmental protections for Federal transportation programs, including, but not limited to, protections for parks, recreation areas, or wildlife or waterfowl refuges of national, State, or local significance or any land from a historic site of national, State, or local significance to be used in a transportation Project as required by 49 U.S.C. 303(b) and 303(c),
  - (10) Complying with the protection of the components of the national wild and scenic rivers systems, as required under the Wild and Scenic Rivers Act of 1968, as amended, 16 U.S.C. 1271 – 1287, and
  - (11) Complying with and facilitating compliance with:
    - (a) Section 106 of the National Historic Preservation Act of 1966, as amended, 16 U.S.C. 470f,
    - (b) The Archaeological and Historic Preservation Act of 1974, as amended, 16 U.S.C. 469 – 469c, and
    - (c) Executive Order No. 11593 (identification and protection of historic properties), 16 U.S.C. 470 note,
- g. To the extent practicable, complying with the following Federal requirements for the care, handling, and treatment of warm blooded animals held or used for research, teaching, or other activities supported by Federal funding:
  - (1) The Animal Welfare Act, as amended, 7 U.S.C. 2131 *et seq.*, and
  - (2) U.S. Department of Agriculture regulations, “Animal Welfare,” 9 CFR subchapter A, parts 1, 2, 3, and 4,
- h. To the extent practicable, obtaining a certificate of compliance with the seismic design and construction requirements of U.S. DOT regulations, “Seismic Safety,” 49 CFR part 41, specifically 49 CFR 41.117(d), before accepting delivery of any FTA funded building,
- i. To the extent practicable, complying with, and assuring its Subrecipients located in special flood hazard areas comply with, section 102(a) of the Flood Disaster Protection Act of 1973, as amended, 42 U.S.C. 4012a(a), by:
  - (1) Participating in the Federal flood insurance program, and
  - (2) Purchasing flood insurance if the total cost of insurable construction and acquisition is \$10,000 or more,
- j. To the extent practicable, complying with:
  - (1) The Hatch Act, 5 U.S.C. 1501 – 1508, 7324 – 7326, which limits the political activities of State and local agencies and their officers and employees whose primary employment activities are financed in whole or part with Federal funds, including a Federal loan, grant agreement, or cooperative agreement, and
  - (2) 49 U.S.C. 5323(l)(2), as amended by MAP-21, and 23 U.S.C. 142(g), which provide an exception from Hatch Act restrictions for a nonsupervisory employee of a public transportation system (or of any other agency or entity performing related functions) receiving FTA funding made available or authorized for 49 U.S.C. chapter 53 and 23 U.S.C. 142(a)(2) to whom the Hatch Act does not otherwise apply, k. Performing the financial and compliance audits as required by the:
    - (1) Single Audit Act Amendments of 1996, 31 U.S.C. 7501 *et seq.*,
    - (2) U.S. OMB Circular A-133, “Audits of States, Local Governments, and Non-Profit Organizations,” Revised, and
    - (3) Most recent applicable U.S. OMB A-133 Compliance Supplement provisions for the U.S. DOT, and

- I. To the extent practicable, complying with all the provisions of all other Federal laws or regulations that apply, and follow Federal guidance governing your Applicant and its Project, except to the extent that FTA has expressly approved otherwise in writing.

## **GROUP 02. LOBBYING.**

*Except if your Applicant is an Indian Tribe exempted from these requirements by 31 U.S.C. 1352, you must select the Certification in Group 02 if your Applicant seeks:*

- ☐ A Federal grant or cooperative agreement exceeding \$100,000, or
- ☐ A Federal loan (including a line of credit), loan guarantee, or loan insurance exceeding \$150,000.

*Your Applicant is ultimately responsible for compliance with the Certification and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, FTA may not provide funding for your Applicant's Project for which Group 02 applies unless you select the Certification in Group 02 on behalf of your Applicant. Any provision of the Certification in Group 02 that does not apply will not be enforced.*

On behalf of your Applicant, you certify that:

1. As required by 31 U.S.C. 1352 and U.S. DOT regulations, "New Restrictions on Lobbying," specifically 49 CFR 20.110:
  - a. The lobbying restrictions of this Certification apply to your Applicant's requests:
    - (1) For \$100,000 or more in Federal funding for a grant or cooperative agreement, and
    - (2) For \$150,000 or more in Federal funding for a loan, line of credit, or loan guarantee, and
  - b. Your Certification on behalf of your Applicant applies to the lobbying activities of:
    - (1) Your Applicant,
    - (2) Your Applicant's Principals, and
    - (3) Your Applicant's Subrecipients at the first tier,
2. To the best of your knowledge and belief:
  - a. No Federal appropriated funds have been or will be paid by or on its behalf to any person to influence or attempt to influence:
    - (1) An officer or employee of any Federal agency regarding the award of a: (a) Federal grant or cooperative agreement, or
    - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and
    - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a:
      - (a) Federal grant or cooperative agreement, or
      - (b) Federal loan, line of credit, loan guarantee, or loan insurance,
  - b. Your Applicant will submit a complete OMB Standard Form-LLL, "Disclosure of Lobbying Activities (Rev. 7-97)," consistent with its instructions, if any funds other than Federal appropriated funds have been or will be paid to any person to influence or attempt to influence:
    - (1) An officer or employee of any Federal agency regarding the award of a: (a) Federal grant or cooperative agreement, or
    - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and
    - (2) A Member of Congress, an employee of a member of Congress, or an officer or employee of Congress regarding the award of a: (a) Federal grant or cooperative agreement, or
    - (b) Federal loan, line of credit, loan guarantee, or loan insurance, and c. Your Applicant will include the language of this Certification in the award documents for all subawards at all tiers, including, but not limited to: (1) Subcontracts,
    - (2) Subgrants,
    - (3) Subagreements, and
    - (4) Third party contracts under a:
      - (a) Federal grant or cooperative agreement, or
      - (b) Federal loan, line of credit, loan guarantee, or loan insurance,
3. Your Applicant understands that:
  - a. This Certification is a material representation of fact that the Federal government relies on, and
  - b. Your Applicant must submit this Certification before the Federal government may award funding for a transaction covered by 31 U.S.C. 1352, including a:
    - (1) Federal grant or cooperative agreement, or
    - (2) Federal loan, line of credit, loan guarantee, or loan insurance, and
4. Your Applicant also understands that any person who does not file a required Certification will be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### **GROUP 03. PRIVATE SECTOR PROTECTIONS.**

*You must select the Assurance and enter into the Agreements in Group 03 on behalf of your Applicant if your Applicant intends to acquire public transportation property or operate public transportation supported with FTA capital or operating funds, except as FTA determines otherwise in writing.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's Project that involves the acquisition of public transportation property or operations of public transportation that affect your Applicant's acquisitions or operations, you must select the Assurance in Group 03.A and enter into the Agreements in Group 03.B and Group 03.C on behalf of your Applicant. Any provision of the Assurance and Agreements in Group 03 that does not apply will not be enforced.*

#### **A. Private Sector Property Protections.**

*For FTA to make the findings necessary to protect private transportation providers, as required by 49 U.S.C. 5323(a)(1), you must select the Assurances in Group 03.A on behalf of your Applicant:*

- 1. If your Applicant is a:*
  - a. State,*
  - b. Local government, or*
  - c. Indian tribal government, and*
- 2. If you are applying for or will apply on your Applicant's behalf for 49 U.S.C. chapter 53 funding to:*
  - a. Acquire the property of a private transit operator, or*
  - b. Operate public transportation in competition with or in addition to a public transportation operator.*

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

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

#### **B. Charter Service Agreement.**

*You must enter into the Charter Service Agreement in Group 03.B on behalf of your Applicant if you apply for funding to acquire or operate transit facilities and equipment, unless your Applicant qualifies for an exception under Federal law and regulations.*

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

- 1. General Requirements. FTA's "Charter Service" regulations apply as follows:*
  - a. FTA's Charter Service regulations restrict transportation by charter service using facilities and equipment acquired by FTA recipients for transportation Projects with Federal funding derived from:*
    - (1) Federal transit laws, 49 U.S.C. chapter 53, or*
    - (2) 23 U.S.C. 133 or 142,*
  - b. FTA's charter service restrictions extend to:*
    - (1) Your Applicant, when it becomes a recipient of Federal funding authorized for or made available for:*
      - (a) Federal transit laws, 49 U.S.C. chapter 53, or*
      - (b) 23 U.S.C. 133 or 142,*

- (2) Any Third Party Participant that receives Federal funding derived from: (a) Federal transit laws, 49 U.S.C. chapter 53, or
      - (b) 23 U.S.C. 133 or 142,
  - c. A Third Party Participant includes any: (1) Subrecipient at any tier,
    - (2) Lessee,
    - (3) Third Party Contractor or Subcontractor at any Tier, and
    - (4) Other Third Party Participant in your Applicant's Project,
  - d. You and your Applicant agree that neither it nor any governmental authority or publicly owned operator that receives FTA funding made available or authorized for your Applicant's Project will engage in charter service operations, except as permitted under:
    - (1) Federal transit laws, specifically 49 U.S.C. 5323(d) and (g),
    - (2) FTA regulations, "Charter Service," 49 CFR part 604, to the extent consistent with 49 U.S.C. 5323(d) and (g),
    - (3) Any other Federal Charter Service regulations, or
    - (4) Federal guidance, except as FTA determines otherwise in writing,
  - e. You and your Applicant agree that the latest Charter Service Agreement it has selected in its latest annual Certifications and Assurances is incorporated by reference in and made part of the underlying Agreement accompanying an award of FTA funding, and
  - f. You and your Applicant agree that:
    - (1) FTA may require corrective measures or impose remedies on it or any governmental authority or publicly owned operator that receives FTA funding made available or authorized for its Project that has engaged in a pattern of violations of FTA's Charter Service regulations by:
      - (a) Conducting charter operations prohibited by Federal transit laws and FTA's Charter Service regulations, or
      - (b) Otherwise violating your Applicant's Charter Service Agreement it has elected in its latest annual Certifications and Assurances, and
    - (2) These corrective measures and remedies may include:
      - (a) Barring Your Applicant or any Third Party Participant operating public transportation under the Project that has provided prohibited charter service from receiving FTA funds,
      - (b) Withholding an amount of Federal funds as provided by Appendix D to FTA's Charter Service regulations, or
      - (c) Any other appropriate remedy that may apply, and
2. Exceptions. Apart from exceptions to the charter service restrictions in FTA's Charter Service Regulations, FTA has established the following additional exceptions to those restrictions:
- a. FTA's Charter Service restrictions do not apply to your Applicant seeking funding made available or appropriated for 49 U.S.C. 5307 to be used for Job Access and Reverse Commute (JARC) activities that would have been eligible for assistance under repealed 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, provided that your Applicant uses that FTA funding for program purposes only,
  - b. FTA's Charter Service restrictions do not apply to your Applicant seeking funding made available or appropriated for 49 U.S.C. 5310 to be used for New Freedom activities that would have been eligible for assistance under repealed 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year, provided your Applicant uses that FTA funding for program purposes only, and
  - c. An Applicant for assistance under 49 U.S.C. chapter 53 will not be determined to have violated the FTA Charter Service regulations if that recipient provides a private intercity or charter transportation operator reasonable access to that recipient's federally funded public transportation facilities, including intermodal facilities, park and ride lots, and bus-only highway lanes as specified in 49 U.S.C. 5323(r), as amended by MAP-21.

### C. School Bus Agreement.

*You must enter into the School Bus Agreement in Group 03.C on behalf of your Applicant if you apply for funding to acquire or operate transit facilities and equipment, unless your Applicant qualifies for an exception under Federal law and regulations.*

As required by 49 U.S.C. 5323(f) and (g), as amended by MAP-21, and FTA regulations, "School Bus Operations," 49 CFR part 605, to the extent consistent with 49 U.S.C. 5323(f) and (g), as amended by MAP-21, on behalf of your Applicant, you are entering into the following School Bus Agreement:

- 1. FTA's "School Bus Operations" regulations restrict school bus operations (as defined in the FTA regulations) using facilities and equipment acquired with Federal funding derived from:
  - a. Federal transit laws, 49 U.S.C. chapter 53, or b. 23 U.S.C. 133 or 142,

2. FTA's school bus operations restrictions extend to:
  - a. Your Applicant, when it becomes a recipient of Federal funding made available or authorized for:
    - (1) Federal transit laws, 49 U.S.C. chapter 53, or
    - (2) 23 U.S.C. 133 or 142,
  - b. Any Third Party Participant that receives Federal funding derived from: (1) Federal transit laws, 49 U.S.C. chapter 53, or
    - (2) 23 U.S.C. 133 or 142,
3. A Third Party Participant includes any:
  - a. Subrecipient at any tier, b. Lessee,
  - c. Third Party Contractor or Subcontractor at any tier, and d. Other Third Party Participant in the Project,
4. You and your Applicant agree, and will obtain the agreement of any Third Party Participant involved in your Applicant's Project, that it will not engage in school bus operations in competition with private operators of school buses, except as permitted under:
  - a. Federal transit laws, specifically 49 U.S.C. 5323(f) and (g), as amended by MAP-21,
  - b. FTA regulations, "School Bus Operations," 49 CFR Part 605, to the extent consistent with 49 U.S.C. 5323(f) and (g), as amended by MAP-21,
  - c. Any other Federal School Bus regulations, or
  - d. Federal guidance, except as FTA determines otherwise in writing,
5. You and your Applicant agree that the latest School Bus Agreement you have selected on its behalf in FTA's latest annual Certifications and Assurances is incorporated by reference in and made part of the underlying Agreement accompanying an award of FTA funding, and
6. You and your Applicant agree that FTA will bar your Applicant or any Third Party Participant that has violated this School Bus Agreement from receiving Federal transit funding in an amount FTA considers appropriate.

#### **GROUP 04. PROCUREMENT AND PROCUREMENT SYSTEM.**

*We request that you select the Procurement and Procurement System Certification, on behalf of your Applicant, by selecting the Certification in Group 04, especially if your Applicant is a State, local, or Indian tribal government with a certified procurement system, as provided in 49 CFR 18.36(g)(3)(ii).*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Any provision of the Certification in Group 04 that does not apply will not be enforced.*

On behalf of your Applicant, you certify that your Applicant's procurements and procurement system will comply with all Federal laws and regulations in accordance with applicable Federal guidance, except to the extent FTA has approved otherwise in writing.

#### **GROUP 05. ROLLING STOCK REVIEWS AND BUS TESTING.**

*You must select the Certifications in Group 05 on behalf of your Applicant if your Applicant, using FTA funds, intends to acquire:*

- ☐ *Rolling stock for use in revenue service. or*  
☐ *A new bus model.*

*The Certifications in Group 05 are required for such acquisitions listed above regardless of whether the FTA funds used were made available or appropriated for:*

- ☐ *49 U.S.C. chapter 53, as amended by MAP-21, or*  
☐ *Former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*



*Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's Project to acquire rolling stock or a new bus model, you must select the Certifications in Group 05 on behalf of your Applicant. Any provision of the Certifications in Group 05 that does not apply will not be enforced.*

**A. Rolling Stock Reviews.**

(If your Applicant seeks FTA funding for rolling stock for use in revenue service.)

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

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

**B. Bus Testing.**

(If your Applicant seeks FTA funding to acquire a new bus model.)

On behalf of your Applicant, you certify that:

1. Because the MAP-21 cross-cutting requirement "Bus Testing" applies to all acquisitions of new buses and new bus models that require bus testing, your Applicant will comply with:
  - a. 49 U.S.C. 5318, as amended by MAP-21, and
  - b. FTA regulations, "Bus Testing," 49 CFR part 665, to the extent these regulations are consistent with 49 U.S.C. 5318, as amended by MAP-21,
2. As required by 49 CFR 665.7, when acquiring the first bus of any new bus model or a bus model with a major change in components or configuration:
  - a. Your Applicant will not spend any Federal funds appropriated under 49 U.S.C. chapter 53 to acquire that bus until:
    - (1) The bus has been tested at FTA's bus testing facility, and
    - (2) It has received a copy of the test report prepared on that new bus model, and
  - b. Your Applicant will not authorize final acceptance of the bus until: (1) The bus has been tested at FTA's bus testing facility,
    - (2) It has received a copy of the test report prepared on that new bus model,
3. Your Applicant will ensure that the bus that is tested has met the performance standards consistent with those regulations, including:
  - a. Performance standards for: (1) Maintainability,
    - (2) Reliability,
    - (3) Performance (including braking performance), (4) Structural integrity,
    - (5) Fuel economy, (6) Emissions, and (7) Noise, and
  - b. Minimum safety performance standards established under 49 U.S.C. 5329, as amended by MAP-21, and
4. After FTA has issued regulations authorized by 49 U.S.C. 5318(e)(2), as amended by MAP-21, your Applicant will ensure that the bus that is tested has received a passing aggregate test score under the "Pass/Fail" standard established under 49 U.S.C. 5318(e)(2), as amended by MAP-21.

**GROUP 06. DEMAND RESPONSIVE SERVICE.**

*You must select the Certification in Group 06 on behalf of your Applicant if your Applicant is a public entity, operates demand responsive service and intends to use FTA funding to acquire a non-rail vehicle that is not accessible, but financed with FTA funds made available or appropriated for:*

- ☐ 49 U.S.C. chapter 53, as amended by MAP-21, or
- ☐ Former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead.

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's Project to acquire a non-rail transit vehicle that is not accessible, you must select the Certification in Group 06 on behalf of your Applicant. Any provision of the Certification in Group 06 that does not apply will not be enforced.*

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

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

#### **GROUP 07. INTELLIGENT TRANSPORTATION SYSTEMS.**

*You must select the Assurance in Group 07 on behalf of your Applicant if your Applicant applies for Federal funding to support:*

- ☐ *An Intelligent Transportation Systems (ITS) Project, or*
- ☐ *A Project in support of an ITS Project.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's Project to support an ITS Project or a Project that supports an ITS project, you must select the Assurances in Group 07 on behalf of your Applicant. Any provision of the Assurance in Group 07 that does not apply will not be enforced.*

On behalf of your Applicant, you assure that:

1. As used in this assurance, the term Intelligent Transportation Systems (ITS) Project is defined to include any Project that in whole or in part finances the acquisition of technologies or systems of technologies that provide or significantly contribute to the provision of one or more ITS user services as defined in the "National ITS Architecture," and
2. As provided in 23 U.S.C. 517(d), any ITS Project your Applicant undertakes that is funded with appropriations made available from the Highway Trust Fund, including amounts made available to deploy intelligent transportation systems, will conform to the appropriate regional ITS architecture, applicable standards, and protocols developed under 23 U.S.C. 517(a) or (c), unless your Applicant obtains a waiver as provided in 23 U.S.C. 517(d)(2).

#### **GROUP 08. INTEREST AND FINANCING COSTS AND LEASING COSTS.**

*You must select the Certifications in Group 08 on behalf of your Applicant if your Applicant's Project involves interest, financing or leasing costs supported with FTA funds made available or appropriated for:*

- ☐ *49 U.S.C. chapter 53, as amended by MAP-21, or*
- ☐ *Former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take*

*appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant. Except as FTA determines otherwise in writing, before FTA may provide funding for the interest, financing or leasing costs that are a part of or connected with your Applicant's Project, you must select the Certifications in Group 08 on behalf of your Applicant. Any provision of the Certifications in Group 08 that does not apply will not be enforced.*

#### **A. Interest and Financing Costs.**

*You must select the Certification in Group 08.A if your Applicant intends to reimburse interest or other financing costs for Projects funded by the Urbanized Area Formula Program, Fixed Guideway Capital Investment Program, or the New Starts or Small Starts Program within the Capital Investment Program.*

On behalf of your Applicant, you certify that:

1. Your Applicant will not seek reimbursement for interest or other financing costs unless:
  - a. It is eligible to receive Federal funding for those costs, and
  - b. Its records demonstrate that it has shown reasonable diligence in seeking the most favorable financing terms, to the extent FTA may require, and
2. Your Applicant will comply with the same favorable financing cost provisions for:
  - a. Urbanized Area Formula Projects funded by MAP-21 or previous FTA enabling legislation,
  - b. Projects under Full Funding Grant Agreements funded by MAP-21 or previous FTA enabling legislation,
  - c. Projects with Early Systems Work Agreements funded by MAP-21 or previous FTA enabling legislation,
  - d. Fixed Guideway Capital Investment Projects funded by previous FTA enabling legislation,
  - e. State of Good Repair Projects funded by MAP-21,
  - f. Bus and Bus Facilities Projects funded by MAP-21, and
  - g. Low or No Emission Vehicle Development Projects funded by MAP-21.

#### **B. Acquisition of Capital Assets by Lease.**

*You must select the Certification in Group 08.B if your Applicant intends to use FTA funding to acquire capital assets through a lease.*

On behalf of your Applicant, you certify and assure that, as required by FTA regulations, "Capital Leases," 49 CFR part 639, specifically 49 CFR 639.15(b)(1) and 49 CFR 639.21, if your Applicant acquires any capital asset through a lease financed with Federal funding authorized under 49 U.S.C. chapter 53:

1. Your Applicant will not use Federal funding authorized under 49 U.S.C. chapter 53 to finance the cost of leasing any capital asset until:
  - a. It performs calculations demonstrating that leasing the capital asset would be more cost-effective than purchasing or constructing a similar asset, and
  - b. It completes these calculations before the later of:
    - (1) Entering into the lease, or
    - (2) Receiving a capital grant for the asset, and
2. Your Applicant will not enter into a capital lease for which FTA can provide only incremental Federal funding unless your Applicant has adequate financial resources to meet its future lease obligations if Federal funding is not available.

#### **GROUP 09. TRANSIT ASSET MANAGEMENT AND AGENCY SAFETY PLANS.**

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 09 on behalf of your Applicant if your Applicant seeks FTA funds made available or appropriated for:*

- ☐ 49 U.S.C. chapter 53, as amended by MAP-21, or
- ☐ Former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, including:
  - ☐ Transit Asset Management Provisions (and Asset Inventory and Condition Reporting), and
  - ☐ Agency Safety Plans.

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's*

*Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA may provide funding made available or appropriated for 49 U.S.C. chapter 53, you must select the Certifications in Group 09 on behalf of your Applicant. Any provision of the Certifications in Group 09 that does not apply will not be enforced.*

#### **A. Transit Asset Management Plan.**

*You must select the Certification in Group 09.A on behalf of your Applicant if your Applicant applies, as a direct Recipient, of funding made available or appropriated for 49 U.S.C. chapter 53, as amended by MAP-21 or for former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded MAP-21 cross-cutting requirement, "Transit Asset Management Provisions (and Asset Inventory and Condition Reporting)" instead.*

On behalf of your Applicant, you certify that your Applicant will comply, and each Subrecipient will:

1. Follow Federal guidance issued that implements transit asset management system provisions of 49 U.S.C. 5326, as amended by MAP-21, except as FTA determines otherwise in writing, and
2. Comply with the final Federal regulations that implement the transit asset management system required by 49 U.S.C. 5326, as amended by MAP-21, after those regulations have been issued as required by 49 U.S.C. 5326(e), as amended by MAP-21.

#### **B. Public Transportation Agency Safety Plan.**

*You must select the Certification in Group 09.B on behalf of your Applicant if your Applicant is a State government, local government, or any other operator of a public transportation system and seeks funding made available or appropriated for 49 U.S.C. chapter 53, as amended by MAP-21, or for former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year, except as superseded by the MAP-21 cross-cutting requirement, "Agency Safety Plans."*

On behalf of your Applicant, you certify that your Applicant will:

1. Follow Federal guidance issued that implements the safety plan provisions of 49 U.S.C. § 5329(a) – (d), as amended by MAP-21, except as FTA determines otherwise in writing, and
2. Comply with the final Federal regulations that implement the safety plan requirements of 49 U.S.C. § 5329(a) – (d), as amended by MAP-21, after within one year after FTA has issued that plan as required by 49 U.S.C. 5329(b), as amended by MAP-21.

#### **GROUP 10. ALCOHOL AND CONTROLLED SUBSTANCES TESTING.**

*Except as FTA determines otherwise in writing, you must select the Certification in Group 10 on behalf of your Applicant if your Applicant is required to comply with the alcohol and controlled substance testing requirements of:*

- ☐ 49 U.S.C. 5331, as amended by MAP-21, or
- ☐ Former 49 U.S.C. 5331 in effect in FY 2012 or a previous fiscal year, except as superseded instead by the MAP-21 cross-cutting requirement, "Alcohol and Controlled Substance Testing."

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's Project, you must select the Certification in Group 10 on behalf of your Applicant. Any provision of the Certification that does not apply will not be enforced.*

As required by 49 U.S.C. 5331, as amended by MAP-21, and FTA regulations, "Prevention of Alcohol Misuse and Prohibited Drug Use in Transit Operations," specifically 49 CFR part 655, subpart I, on behalf of your Applicant, you certify that:

1. Your Applicant has established and implemented:
  - a. An alcohol misuse testing program, and
  - b. A controlled substance testing program,

2. Your Applicant has complied with or will comply with all applicable requirements of 49 CFR part 655 to the extent those regulations are consistent with 49 U.S.C. 5331, as amended by MAP-21, and
3. Further, should your Applicant reside in a State that permits marijuana use for medical or recreational purposes, your Applicant has complied or will comply with the Federal controlled substance testing requirements of 49 CFR part 655.

**GROUP 11. FIXED GUIDEWAY CAPITAL INVESTMENT PROGRAM (NEW STARTS, SMALL STARTS, AND CORE CAPACITY) AND CAPITAL INVESTMENT PROGRAM IN EFFECT BEFORE MAP-21.**

*The Certification in Group 11 is in addition to other Certifications and Assurances listed previously that are required for the New Starts, Small Starts, or Core Capacity Programs within the MAP-21 Fixed Guideway Capital Investment Program and also for the Capital Investment Program financed with funds made available or appropriated for former 49 U.S.C. 5309 in effect in FY 2012 or a previous fiscal year.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certification in Group 11 on behalf of your Applicant if your Applicant seeks financing for its:*

- ☐ *Fixed Guideway Capital Investment Program Project financed with funds made available or appropriated for 49 U.S.C. 5309, as amended by MAP-21, or*
- ☐ *Capital Investment Project financed with funds made available or appropriated for former 49 U.S.C. 5309 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead.*

*FTA has determined that MAP-21 requirements will apply to all funding for New Starts, Small Starts, or Core Capacity projects irrespective of whether they are financed with MAP-21 funds or funds made available or appropriated for FY 2012 or a previous fiscal year. Except as FTA determines otherwise in writing, before FTA may provide funding for your Applicant's New Starts, Small Starts, or Core Capacity Project, you must select the Certification in Group 11 on behalf of your Applicant. Any provision of the Certification in Group 11 that does not apply will not be enforced.*

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

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately, and
4. Your Applicant will comply with:
  - a. The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - b. The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21.

**GROUP 12. STATE OF GOOD REPAIR PROGRAM.**

*Although 49 U.S.C. 5337, as amended by MAP-21, did not require special Certifications and Assurances for the State of Good Repair Program, other Certifications and Assurances within Appendix A to this Notice are required for State of Good Repair Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take the*

*appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Therefore, we encourage you to select the Certification in Group 12 if your Applicant seeks State of Good Repair Program funding authorized by 49 U.S.C. 5337, as amended by MAP-21.*

On behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately, and
4. Your Applicant will comply with:
  - a. The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - b. The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21.

### **GROUP 13. FIXED GUIDEWAY MODERNIZATION GRANT PROGRAM.**

*The Certification in Group 13 is in addition to other Certifications and Assurances listed previously that are required for Fixed Guideway Modernization Grant Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 13 on behalf of your Applicant if your Applicant seeks funding for its Fixed Guideway Modernization Project under 49 U.S.C. 5309(b)(2) in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certification in Group 13 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certification in Group 13 that does not apply will not be enforced.*

The following Certifications for Fixed Guideway Modernization Grant Program funding are required by former 49 U.S.C. 5309(c)(2) and former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in

writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately, and
4. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21.

#### **GROUP 14. BUS AND BUS FACILITIES PROGRAMS.**

*The Certifications in Group 14A are in addition to other Certifications and Assurances listed previously that are required for Bus and Bus Facilities Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 14, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *Bus and Bus Facilities Formula Grant Program financed with funds made available or appropriated for 49 U.S.C. 5339, as amended by MAP-21, or*
- ☐ *Bus and Bus Related Equipment and Facilities Project financed with funds made available or appropriated for former 49 U.S.C. 5309(b)(3) in effect in FY 2012 or a previous fiscal year.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*These two programs have or will have funding available during FY 2013. Accordingly, if your Applicant seeks funding made available or authorized by 49 U.S.C. 5339, as amended by MAP-21, or former 49 U.S.C. 5309 in effect in FY 2012 or a previous fiscal year, you should provide the two subgroups of Certifications in Group 14, on behalf of your Applicant, to assure that FTA can select the type of funding it considers most suitable.*

*Before FTA may provide funding made available or appropriated for your Applicant's Project, on behalf of your Applicant, you must have selected the Certifications in Group 14 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications in Group 14 that does not apply will not be enforced.*

#### **A. Bus and Bus Facilities Formula Grants Program**

*You must select the Certification in Group 14.A if your Applicant seeks funding for its Bus or Bus Facilities Formula Project financed with funds made available or appropriated for 49 U.S.C. 5339, as amended by MAP-21.*

The following Certification for Bus and Bus Facilities Formula Grants Program funding are required by 49 U.S.C. 5339(b), as amended by MAP-21, which states that "The requirements of section 5307 apply to recipients of grants made under this section." Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,

- d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
- 2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
- 3. Your Applicant will maintain its Project equipment and facilities adequately,
- 4. Your Applicant will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a Project financed under 49 U.S.C.5339, as amended by MAP-21, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
  - a. Any senior,
  - b. Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
  - c. Any individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
  - d. Any individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- 5. When carrying out a procurement under 49 U.S.C.5339, as amended by MAP-21, your Applicant will comply with the:
  - a. General provisions for FTA programs of 49 U.S.C. 5323, as amended by MAP-21, and
  - b. Third party procurement requirements of 49 U.S.C. 5325, as amended by MAP-21,
- 6. Your Applicant has complied with or will comply with 49 U.S.C. 5307(b), as amended by MAP-21, because it:
  - a. Has made or will make available to the public information on amounts of its funding available to it under 49 U.S.C. 5339,
  - b. Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
  - c. Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
  - d. Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
  - e. Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by U.S. DOT under 49 U.S.C. 5336 with federally funded transportation services supported by United States Government sources other than U.S. DOT,
  - f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
  - g. Has made or will make the final Program of Projects available to the public,
- 7. As required by 49 U.S.C. 5307(d), as amended by MAP-21, your Applicant:
  - a. Has or will have the amount of funds required for the local share,
  - b. Will provide the local share funds from approved non-Federal sources except if otherwise authorized by law, and
  - c. Will provide the local share funds when needed,
- 8. Your Applicant will comply with:
  - a. The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - b. The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21,
- 9. Your Applicant has a locally developed process to solicit and consider public comment before:
  - a. Raising a fare, or
  - b. Implementing a major reduction of public transportation, and
- 10. Your Applicant will comply with requirements for Public Transportation Agency Safety Plan requirements of 49 U.S.C. 5329, as amended by MAP-21.

**B. Bus and Bus Related Equipment and Facilities Grant Program (Discretionary).**

*You must select the Certification in Group 14.B if your Applicant seeks funding for its Bus or Bus Related Equipment and Facilities Project financed with funds made available or appropriated for former 49 U.S.C. 5309(b)(3) in effect in FY 2012 or a previous fiscal year. In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*



*Except as FTA determines otherwise in writing, you must select the Certification in Group 14.B on behalf of your Applicant if your Applicant seeks funding for its discretionary Bus and Bus Related Equipment and Facilities Project. Before FTA may provide funding made available or appropriated for the discretionary Bus and Bus Related Equipment and Facilities Program, on behalf of your Applicant:*

- ☐ *In FY 2013, you must have selected the Certifications and Assurances required by former 49 U.S.C. 5307(d)(1)(A) – (C) and (H) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, or*
- ☐ *You must have selected the Certification in Group 14.B.*

*Any provision of the Certification in Group 14.B that does not apply will not be enforced.*

The following Certification for discretionary Bus and Bus Related Equipment and Facilities Grant Program funding are required by former 49 U.S.C. 5309(c)(2), which applies the requirements of former 49 U.S.C. 5307(d)(1)(A), (B), (C), and (H) in effect in FY 2012 or a previous fiscal year to this Program, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately, and
4. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21.

#### **GROUP 15. URBANIZED AREA FORMULA GRANT PROGRAMS AND JOB ACCESS AND REVERSE COMMUTE (JARC) FORMULA GRANT PROGRAM.**

*The Certifications in Group 15 are in addition to other Certifications and Assurances listed previously that are required for the Urbanized Area Formula Grants Programs or Job Access and Reverse Commute (JARC) Formula Grant Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 15, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *Urbanized Area Formula Project financed with funds made available or appropriated for 49 U.S.C. 5307, as amended by MAP-21, which among other things, authorizes funding for JARC Projects and Project Activities,*
- ☐ *Urbanized Area Formula Project financed with funds made available or appropriated for former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, or*
- ☐ *Job Access and Reverse Commute Project financed with funds made available or appropriated for former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*These three programs have or will have funding available during FY 2013. Accordingly, if your Applicant seeks funding made available or authorized by 49 U.S.C. 5307 or former 49 U.S.C. 5316, you should provide the three subgroups of Certifications in Group 15, on behalf of your Applicant, to assure that FTA can select the type of funding it considers most suitable.*

*Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certifications in*

*Group 15 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications in Group 15 that does not apply will not be enforced.*

**A. Urbanized Area Formula Program under MAP-21.**

*You must select the Certification in Group 15.A if your Applicant seeks funding for its Urbanized Area Formula Project financed with funds made available or appropriated for 49 U.S.C. 5307, as amended by MAP-21.*

The following Certification for the Urbanized Area Formula Program funding made available or appropriated for MAP-21 are required by 49 U.S.C. 5307(c)(1), as amended by MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c.
  - Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately,
4. Your Applicant will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a Project financed under 49 U.S.C. 5307, as amended by MAP-21, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
  - a. Any senior,
  - b. Any individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
  - c. Any individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
  - d. Any individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under 49 U.S.C. 5307, as amended by MAP-21, your Applicant will comply with the:
  - a. General provisions for FTA programs of 49 U.S.C. 5323, and b. Third party procurement requirements of 49 U.S.C. 5325,
6. Your Applicant has complied with or will comply with 49 U.S.C. 5307(b), as amended by MAP-21, because it:
  - a. Has made or will make available to the public information on amounts of its funding available to it under 49 U.S.C. 5307,
  - b. Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
  - c. Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
  - d. Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
  - e. Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by U.S. DOT under 49 U.S.C. 5336 with federally funded transportation services supported by United States Government sources other than U.S. DOT,
  - f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
  - g. Has made or will make the final Program of Projects available to the public,
7. As required by 49 U.S.C. 5307(d), as amended by MAP-21, your Applicant:
  - a. Has or will have the amount of funds required for the local share,
  - b. Will provide the local share funds from approved non-Federal sources except if otherwise authorized by law, and
  - c. Will provide the local share funds when needed,
8. As required by 49 U.S.C. 5307(c)(1)(H) and 49 U.S.C. 5309(c)(2), as amended by MAP-21, your Applicant will comply with:
  - a. The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - b. The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21,

9. As required by 49 U.S.C. 5307(c)(1)(I), as amended by MAP-21, your Applicant has a locally developed process to solicit and consider public comment before:
  - a. Raising a fare, or
  - b. Implementing a major reduction of public transportation,
10. Each fiscal year:
  - a. Your Applicant will ensure that at least one (1) percent of the amount of the 49 U.S.C. 5307 funding apportioned to the urbanized area is spent for public transportation security Projects as described in 49 U.S.C. 5307(c)(1)(J)(i) including:
    - (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
    - (2) Increased camera surveillance of an area in or adjacent to that system,
    - (3) Emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
    - (4) Any other Project intended to increase the security and safety of an existing or planned public transportation, or
  - b. The Designated Recipients in your Applicant's urbanized area will certify that such expenditures for transportation security Projects are not necessary, (Information about the intentions of your Designated Recipients in the Applicant's urbanized area must be recorded in the "Security" tab page of the TEAM-Web "Project Information" window when it submits its Urbanized Area Formula Program application in TEAM-Web),
11. If your Applicant serves an urbanized area with a population of at least 200,000 individuals, as determined by the Bureau of the Census:
  - a. Each fiscal year, your Applicant will ensure that at least one (1) percent of the amount apportioned to the urbanized area is spent for Associated Transit Improvements, as defined in 49 U.S.C. 5302(1), as amended by MAP-21, b. Your Applicant will include in its quarterly report for the fourth quarter of the preceding Federal fiscal year:
    - (1) A list of its Associated Transit Improvement Projects or Project activities during that Federal fiscal year using those 49 U.S.C. 5307 funds, or
    - (2) Sufficient information to demonstrate that the Designated Recipients in its area together have spent one (1) percent of the amount of funding that must be made available to them for Associated Transit Improvement Projects or Project activities, or have included the same information in a separate report attached in TEAM-Web, and
  - c. The report of your Applicant's Associated Transit Improvement Projects or Project activities is or will be incorporated by reference and made part of its Certifications and Assurances, and
12. Your Applicant will comply with its Public Transportation Agency Safety Plan as required by 49 U.S.C. 5329, as amended by MAP-21.

**B. Urbanized Area Formula Program Before MAP-21 Became Effective.**

*You must select the Certification in Group 15.B if your Applicant seeks funding for its Urbanized Area Formula Project financed with funds made available or appropriated for former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

The following Certification for the Urbanized Area Formula Grants Program are required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c.
  - Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately,
4. Your Applicant will ensure that for transportation using or involving a facility or equipment of a Project financed under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
  - a. Any elderly individual,

- b. Any handicapped individual, as described in 49 CFR part 27,
  - c. Any individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
  - d. Any individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- 5. When carrying out a procurement under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead:
  - a. Your Applicant will use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
  - b. Your Applicant will not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
  - c. As provided by the MAP-21 cross-cutting requirement, "Buy America," your Applicant will comply with 49 U.S.C. 5323(j), as amended by MAP-21, d. Your Applicant will comply with applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
  - e. As provided by MAP-21 cross-cutting requirements, your Applicant will comply with applicable railcar option restrictions of 49 U.S.C. 5325(e), as amended by MAP-21, and
  - f. As required by the MAP cross-cutting requirement, "Veterans Preference/Employment," your Applicant will comply with 49 U.S.C. 5325(k), as amended by MAP-21,
- 6. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, former 49 U.S.C. 5307(b) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 requirements that apply instead:
  - a. For a capital project that will substantially affect a community or the public transportation service of a community, your Applicant:
    - (1) Has provided an adequate opportunity for public review and comment on its Project,
    - (2) After providing notice, has held a public hearing on the project if the project affects significant economic, social, or environmental interests,
    - (3) Has considered the economic, social, and environmental effects of the project, and
    - (4) Has found that the project is consistent with official plans for developing the community,
  - b. The notice of a hearing your Applicant published:
    - (1) Included a concise description of the proposed project, and
    - (2) Was published in a newspaper of general circulation in the geographic area the project will serve, and
  - c. Your Applicant's application for a capital grant that will substantially affect a community, or the public transportation service of a community under former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year for a capital project described in paragraph (1) will include the following:
    - (1) A Certification that the applicant has complied with the requirements of 49 U.S.C. 5323(b)(1)(C), and
    - (2) In the environmental record for the project, evidence that your Applicant has complied with the requirements of 49 U.S.C. 5323(b)(1)(C).
- 7. Your Applicant:
  - a. Has or will have the amount of funds required for the local share by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead,
  - b. Will provide the local share funds from approved non-Federal sources except as permitted by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, and
  - c. Will provide the local share funds when needed,
- 8. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21,
- 9. Your Applicant has a locally developed process to solicit and consider public comment before:
  - a. Raising a fare, or
  - b. Implementing a major reduction of public transportation,
- 10. Each fiscal year:
  - a. Your Applicant will spend at least one (1) percent of its 49 U.S.C. 5307 funding for public transportation security Projects (limited to capital Projects if your Applicant serves an urbanized area with a population of 200,000 or more), including:
    - (1) Increased lighting in or adjacent to a public transportation system (including bus stops, subway stations, parking lots, and garages),
    - (2) Increased camera surveillance of an area in or adjacent to that system,
    - (3) Emergency telephone line or lines to contact law enforcement or security personnel in an area in or adjacent to that system, and
    - (4) Any other Project intended to increase the security and safety of an existing or planned public transportation, or
  - b. Your Applicant will certify that such expenditures for transportation security Projects are not necessary,

(Information about your Applicant's intentions must be recorded in the "Security" tab page of the TEAM-Web "Project Information" window when it submits its Urbanized Area Formula Program application in TEAM-Web),

11. If your Applicant serves an urbanized area with a population of at least 200,000 individuals:
  - a. Each fiscal year, your Applicant will ensure that at least one (1) percent of the amount apportioned to the urbanized area is spent for Transit Enhancements, as defined in former 49 U.S.C. 5302(a)(15),
  - b. Your Applicant will include in its quarterly report for the fourth quarter of the preceding Federal fiscal year
    - (1) A list of its Transit Enhancement Project activities during that Federal fiscal year using those former 49 U.S.C. 5307 funds, or
    - (2) Sufficient information to demonstrate that the Designated Recipients in your Applicant's urbanized area together have spent one (1) percent of the amount of funding that must be made available to them for Transit Enhancements or have included the same information in a separate report attached in TEAM-Web, and
  - c. The report of your Applicant or the Designated Recipients' Transit Enhancement Projects or Project activities is or will be incorporated by reference and made part of its Certifications and Assurances, and
12. As required by the MAP-21 cross-cutting requirement, "Agency Safety Plans," your Applicant will comply with its Public Transportation Agency Safety Plan, as required by 49 U.S.C. 5329, as amended by MAP-21.

#### **C. Job Access and Reverse Commute (JARC) Formula Grant Program.**

You must select the Certification in Group 15.C if your Applicant seeks funding for its JARC Project financed with funds made available or appropriated for former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year. In administering program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.

1. The following Certification for the Urbanized Area Formula Grants Program are required by former 49 U.S.C. 5316 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
  - a. Your Applicant will make awards of JARC funding on a competitive basis following:
    - (1) An areawide solicitation in cooperation with the appropriate metropolitan planning organization for applications for funding in compliance with former 49 U.S.C. 5316, and
    - (2) A statewide solicitation for applications for JARC funding in compliance with former 49 U.S.C. 5316,
  - b. Any allocations to Subrecipients of JARC funding authorized by former 49 U.S.C. 5316 will be distributed on a fair and equitable basis, c. As required by former 49 U.S.C. 5316:
    - (1) The projects your Applicant has selected or will select for funding made available or appropriated for that program were derived from a public transit-human services transportation plan that has been:
      - (a) Locally developed, and
      - (b) Coordinated,
    - (2) That locally developed, coordinated plan was produced through a process that included:
      - (a) Representatives of public, private, and nonprofit transportation providers,
      - (b) Representatives of public, private, and nonprofit human services providers, and
      - (c) Participation by the public,
  - d. Before your Applicant transfers funds to a project funded by former 49 U.S.C. 5336, that project has been or will have been coordinated with private nonprofit providers of services,
  - e. Before using funds apportioned for projects serving an area other than that for which funding was apportioned under former 49 U.S.C. 5316:
    - (1) The State's chief executive officer, or his or her designee, will have certified that all the JARC program objectives of former 49 U.S.C. 5316 are being met in the area from which the funding would be derived, and
    - (2) If the State has a statewide program for meeting the JARC program objectives of former 49 U.S.C. 5316, the funds can be used for projects anywhere in the State, and
  - f. The requirements of former 49 U.S.C. 5307 will apply to the JARC Program, authorized by former 49 U.S.C. 5316, and
2. The following Certifications for the JARC Program are required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

- a. Your Applicant has or will have, and will require each Subrecipient to have: (1) The legal capacity to carry out its proposed Projects, (2) The financial capacity to carry out its proposed Projects, (3) The technical capacity to carry out its proposed Projects, (4) The necessary capacity to carry out the safety aspects of its proposed Projects, and (5) The necessary capacity to carry out the security aspects of its proposed Projects,
- b. Your Applicant has or will have, and will require each Subrecipient to have satisfactory continuing control over the use of Project equipment and facilities,
- c. Your Applicant will maintain, and will require each Subrecipient to maintain, its Project equipment and facilities adequately,
- d. Your Applicant will ensure, and will require each Subrecipient to ensure, that for transportation using or involving a facility or equipment of a Project financed under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare: (1) Any elderly individual, (2) Any handicapped individual, as described in 49 CFR part 27, (3) Any individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or (4) Any individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- e. When carrying out a procurement under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead, your Applicant will, and will require each Subrecipient to:
  - (1) Use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a), and
  - (2) Not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
- f. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, former 49 U.S.C. 5307(c) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 requirements that apply instead:
  - (1) For a capital project that will substantially affect a community or the public transportation service of a community, your Applicant:
    - (a) Has provided an adequate opportunity for public review and comment on its Project,
    - (b) After providing notice, has held a public hearing on the project if the project affects significant economic, social, or environmental interests,
    - (c) Has considered the economic, social, and environmental effects of the project, and
    - (d) Has found that the project is consistent with official plans for developing the community,
  - (2) The notice of a hearing your Applicant published:
    - (a) Included a concise description of the proposed project, and
    - (b) Was published in a newspaper of general circulation in the geographic area the project will serve, and
  - (3) Your Applicant's application for a capital grant that will substantially affect a community, or the public transportation service of a community under former 49 U.S.C. chapter 53 in effect in FY 2012 or a previous fiscal year for a capital project described in paragraph (1) will include the following:
    - (a) A Certification that the applicant has complied with the requirements of 49 U.S.C. 5323(b)(1)(C), as amended by MAP-21, and
    - (b) In the environmental record for the project, evidence that your Applicant has complied with the requirements of 49 U.S.C. 5323(b)(1)(C). g.

Your Applicant:

- (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead,
- (2) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds from approved non-Federal sources except as permitted by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, and

- (3) Will provide and, as necessary, will provide the local share funds when needed,
- h. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21,
- i. Your Applicant has or will have, and will require each Subrecipient to have a locally developed process to solicit and consider public comment before:
  - (1) Raising a fare, or
  - (2) Implementing a major reduction of public transportation, and j. To the extent applicable, as required by the MAP-21 cross-cutting requirement, "Agency Safety Plans," your Applicant will comply with and, as necessary, will require each Subrecipient to comply with its Public Transportation Agency Safety Plan, as required by 49 U.S.C. 5329, as amended by MAP-21.

**GROUP 16. SENIORS/ELDERLY/INDIVIDUALS WITH DISABILITIES AND NEW FREEDOM PROGRAMS.**

*The Certifications in Group 16 are in addition to other Certifications and Assurances listed previously that are required for Seniors/Elderly/Individuals with Disabilities or New Freedom Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 16, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Project, financed or to be financed with funds made available or appropriated for 49 U.S.C. 5310, as amended by MAP-21, which among other things authorizes funding for New Freedom Projects and Project Activities,*
- ☐ *Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Project financed or to be financed with funds made available or appropriated for former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year, or*
- ☐ *New Freedom Project financed or to be financed with funds made available or appropriated for former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*These three programs have or will have funding available during FY 2013. Accordingly, if your Applicant seeks funding made available or authorized by 49 U.S.C. 5310 or former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year, you should provide the three subgroups of Certifications in Group 16, on behalf of your Applicant, to assure that FTA can select the type of funding it considers most suitable. Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certifications in Group 16 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications in Group 16 that does not apply will not be enforced.*

**A. Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program.**

*You must select the Certification in Group 16.A if your Applicant seeks funding for its Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Project financed with funds made available or appropriated for 49 U.S.C. 5310, as amended by MAP-21.*

1. The following Certification for the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program are required by 49 U.S.C. 5310, as amended by MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
  - a. Each of your Applicant's Subrecipients is: (1) A private nonprofit organization, or
  - (2) A State or local governmental authority that:
    - (a) Is approved by a State to coordinate services for seniors and individuals with disabilities; or

- (b) Certifies that there are no private nonprofit organizations readily available in the area to provide services authorized under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program,
    - b. Your Applicant will comply with the following Project selection and planning requirements:
      - (1) The Projects your Applicant has selected or will select for funding made available or appropriated for 49 U.S.C. 5310, as amended by MAP-21, are included in a public transit-human services transportation plan that has been:
        - (a) Locally developed, and
        - (b) Coordinated,
      - (2) That public transit-human services transportation plan was developed and approved through a process that included participation by:
        - (a) Seniors,
        - (b) Individuals with disabilities,
        - (c) Representatives of public, private, and nonprofit transportation providers,
        - (d) Representatives of public, private, and nonprofit human services providers, and
        - (e) Other members of the public; and
      - (3) To the maximum extent feasible, the services funded by 49 U.S.C. 5310, as amended by MAP-21, will be coordinated with transportation services funded by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services,
    - c. As required by 49 U.S.C. 5310(e)(2)(B), as amended by MAP-21, your Applicant certifies that if it allocates funds received under 49 U.S.C. 5310, as amended by MAP-21, to Subrecipients, it will have allocated those funds on a fair and equitable basis,
    - d. Your Applicant will transfer a facility or equipment financed with funding made available or appropriated for a grant under 49 U.S.C. 5310, as amended by MAP-21, to any other recipient eligible to receive assistance under 49 U.S.C. chapter 53, as amended by MAP-21, only if:
      - (1) The recipient in possession of the facility or equipment consents to the transfer, and
      - (2) The facility or equipment will continue to be used as required under 49 U.S.C. 5310, as amended by MAP-21, and
    - e. The requirements of 49 U.S.C. 5307, as amended by MAP-21, as determined by FTA, will apply to the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities, authorized by 49 U.S.C. 5310, as amended by MAP-21, and
  - 2. FTA has determined certain requirements of 49 U.S.C. 5307, as amended by MAP-21, to be appropriate for which some require Certifications. Therefore, as specified under 49 U.S.C. 5307(c)(1), as amended by MAP-21, your Applicant certifies that:
    - a. Your Applicant has or will have, and will require each Subrecipient to have, the:
      - (1) Legal capacity to carry out its proposed Projects,
      - (2) Financial capacity to carry out its proposed Projects, (3)
      - Technical capacity to carry out its proposed Projects,
      - (4) Necessary capacity to carry out the safety aspects of its proposed Projects, and
      - (5) Necessary capacity to carry out the security aspects of its proposed Projects,
    - b. Your Applicant has or will have, and will require each Subrecipient to have, satisfactory continuing control over the use of Project equipment and facilities,
    - c. Your Applicant will maintain, and will require each Subrecipient to maintain its Project equipment and facilities adequately,
    - d. When carrying out a procurement under the Formula Grants for the Enhanced Mobility of Seniors and Individuals with Disabilities Program, your Applicant will, and will require each Subrecipient to:
      - (1) Comply with the general provisions for FTA programs of 49 U.S.C. 5323, as amended by MAP-21, and
      - (2) Comply with the third party procurement requirements of 49 U.S.C. 5325, as amended by MAP-21, e.
- Your Applicant:
- (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share by 49 U.S.C. 5307(d), as amended by MAP-21,
  - (2) Will provide and, as necessary, will require each Subrecipient to provide the local share funds from approved non-Federal sources, except as permitted by 49 U.S.C. 5307(d), as amended by MAP-21, and
  - (3) Will provide and, as necessary, will require each Subrecipient to provide the local share funds when needed,
  - f. Your Applicant has complied or will comply with, and will require each



Subrecipient to comply with:

- (1) The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - (2) The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21, and
- g. To the extent applicable, your Applicant will comply with, and require its Subrecipients to comply with the requirements for a Public Transportation Agency Safety Plan provided by 49 U.S.C. 5329(d), as amended by MAP-21, to the extent FTA so requires.

**B. Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program.**

*You must select the Certification in Group 16.B if your State Applicant seeks funding for its Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Project financed with funds made available or appropriated for former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

1. The following Certification for the Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program are required by former 49 U.S.C. 5310 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your State Applicant, you certify that:
  - a. Each of your State Applicant's Subrecipients is:
    - (1) A private nonprofit organization, if the public transportation service that would undertake public transportation capital projects planned, designed, and carried out to meet the special needs of elderly individuals and individuals with disabilities is:
      - (a) Unavailable, (b) Insufficient, or (c) Inappropriate,
    - (2) A State or local governmental authority that:
      - (a) Is approved by a State to coordinate services for seniors and individuals with disabilities, or
      - (b) Certifies that:
        - 1 There are not any nonprofit organizations readily available in the area to provide public transportation capital projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities, and
        - 2 When public transportation is:
          - a Insufficient,
          - b Inappropriate, or c Unavailable,
  - b. The Projects your State Applicant has selected or will select for funding made available or appropriated for former 49 U.S.C. 5310 are included in a public transit-human services transportation plan that has been:
    - (1) Locally developed, and
    - (2) Coordinated,
  - c. That public transit-human services transportation plan was developed and approved through a process that included participation by:
    - (1) Elderly Individuals,
    - (2) Individuals with disabilities,
    - (3) Representatives of public, private, and nonprofit transportation providers, (4) Representatives of human services providers, and
    - (5) Other members of the public,
  - d. To the maximum extent feasible, the services funded will be coordinated with transportation services funded by other Federal departments and agencies, including any transportation activities carried out by a recipient of a grant from the Department of Health and Human Services,
  - e. If your State Applicant allocates funds received under former 49 U.S.C. 5310 to Subrecipients, your State Applicant will have allocated those funds on a fair and equitable basis,
  - f. The Program of Projects your State Applicant has submitted or will submit contains or will contain an assurance that the Program provides for the maximum feasible coordination of transportation services funded by former 49 U.S.C. 5310 with transportation services funded by other Government sources, and
  - g. Your Applicant will comply with the requirements of former 49 U.S.C. 5307 that FTA determined will apply to the former Formula Grants for the Special Needs of Elderly Individuals and Individuals with Disabilities Program,

2. The following Certification for the Special Needs of Elderly Individuals and Individuals with Disabilities Program are required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your State Applicant, you certify that:
  - a. Your State Applicant and each of its Subrecipients have or will have the: (1) Legal capacity to carry out its proposed Projects,
  - (2) Financial capacity to carry out its proposed Projects, (3) Technical capacity to carry out its proposed Projects,
  - (4) Necessary capacity to carry out the safety aspects of its proposed Projects, and
  - (5) Necessary capacity to carry out the security aspects of its proposed Projects,
  - b. Your State Applicant and each Subrecipient has or will have satisfactory continuing control over the use of Project equipment and facilities,
  - c. Your State Applicant and each of its Subrecipients will maintain its Project equipment and facilities adequately,
  - d. When carrying out a procurement under former 49 U.S.C. 5307 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead, your Applicant will, and will require each Subrecipient to, do the following:
    - (1) Use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
    - (2) Not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
    - (3) As provided by the MAP-21 cross-cutting requirement, "Buy America," comply with 49 U.S.C. 5323(j), as amended by MAP-21,
    - (4) Comply with applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
    - (5) As provided by MAP-21 cross cutting requirement, "Rail Car Procurement," comply with the railcar option restrictions of 49 U.S.C. 5325(e), as amended by MAP-21, and
    - (6) As required by the MAP-21 cross-cutting requirement, "Veterans Preference/Employment," comply with 49 U.S.C. 5325(k), as amended by MAP-21,
  - e. Your State Applicant:
    - (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead,
    - (2) Will provide and, as necessary, will require each Subrecipient to provide the local share funds from approved non-Federal sources except as permitted by former 49 U.S.C. 5307(e) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, and
    - (3) Will provide and, as necessary, will require each Subrecipient to provide the local share funds when needed,
  - f. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21, and
  - g. To the extent applicable, as required by the MAP-21 cross-cutting requirement, "Agency Safety Plans," your State Applicant will comply with and, as necessary, will require each Subrecipient to comply with, its Public Transportation Agency Safety Plan, as required by 49 U.S.C. 5329, as amended by MAP-21.

### **C. New Freedom Program.**

*You must select the Certification in Group 16.C if your Applicant seeks funding for its New Freedom Project financed with funds made available or appropriated for former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

1. The following Certification for the New Freedom Program is required by former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
  - a. Your Applicant will make awards of New Freedom funding on a competitive basis after conducting:
    - (1) An areawide solicitation in cooperation with the appropriate metropolitan planning organization for applications for funding in compliance with former 49 U.S.C. 5317, or

- (2) A statewide solicitation for applications for New Freedom funding in compliance with former 49 U.S.C. 5317,
- b. Any allocations to Subrecipients of New Freedom funding authorized by former 49 U.S.C. 5317 will be distributed on a fair and equitable basis,
- c. Your Applicant will comply with the following Project selection and planning requirements:
  - (1) The projects your Applicant has selected or will select for funding made available or appropriated for that program were derived from a public transit-human services transportation plan that has been: (a) Locally developed, and (b) Coordinated,
  - (2) That locally developed and coordinated plan was produced through a process that included:
    - (a) Representatives of public, private, and nonprofit transportation providers,
    - (b) Representatives of public, private, and nonprofit human services providers, and
    - (c) Participation by the public,
- d. Before your Applicant transfers funds to a project funded by former 49 U.S.C. 5311(c), former 49 U.S.C. 5336, or both:
  - (1) The funding to be transferred may be made available only to projects eligible for funding made available or appropriated for former 49 U.S.C. 5317, and
  - (2) The Applicant will have consulted with responsible local officials and publicly owned operators of public transportation in each area for which the amount to be transferred was originally awarded,
- e. Your Applicant may transfer funds to another Subrecipient only if it has consulted with responsible local officials and publicly owned operators of public transportation in each area for which the amount originally was awarded, as provided by former 49 U.S.C. 5317, and
- f. The requirements of former 49 U.S.C. 5307, as determined by FTA, will apply to the New Freedom Program, authorized by former 49 U.S.C. 5317, and
  - 2. The following Certification for the New Freedom Program is required by former 49 U.S.C. 5307(d)(1) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
    - a. Your Applicant has or will have, and will require each Subrecipient to have, the:
      - (1) Legal capacity to carry out its proposed Projects,
      - (2) Financial capacity to carry out its proposed Projects, (3) Technical capacity to carry out its proposed Projects,
      - (4) Necessary capacity to carry out the safety aspects of its proposed Projects, and
      - (5) Necessary capacity to carry out the security aspects of its proposed Projects,
    - b. Your Applicant has or will have, and will require each Subrecipient to have, satisfactory continuing control over the use of Project equipment and facilities,
    - c. Your Applicant will maintain, and will require each Subrecipient to maintain, its Project equipment and facilities adequately,
    - d. When carrying out a procurement under former 49 U.S.C. 5317 in effect in FY 2012 or a previous fiscal year superseded by MAP-21 cross cutting requirements that apply, your Applicant will, and will require each Subrecipient to do the following:
      - (1) Use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
      - (2) Not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
      - (3) As provided by the MAP-21 cross-cutting requirement, "Buy America," your Applicant will comply with 49 U.S.C. 5323(j), as amended by MAP-21,
      - (4) Comply with applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
      - (5) As provided by MAP-21 cross cutting requirement, "Rail Car Procurement," comply with the railcar option restrictions of 49 U.S.C. 5325(e), as amended by MAP-21, and
      - (6) As required by the MAP-21 cross-cutting requirement, "Veterans Preference/Employment," comply with 49 U.S.C. 5325(k), as amended by MAP-21,
    - e. Your Applicant:
      - (1) Has or will have and, as necessary, will require each Subrecipient to have the amount of funds required for the local share required by former 49 U.S.C. 5317(g) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that may apply instead,

- (2) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds from approved non-Federal sources except as permitted by former 49 U.S.C. 5317(g) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead, and
- (3) Will provide and, as necessary, will require each Subrecipient to provide, the local share funds when needed,
- f. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21, and
- g. To the extent applicable, as required by the MAP-21 cross-cutting requirement, "Agency Safety Plans," your Applicant will comply with and, as necessary, will require each Subrecipient to comply with, its Public Transportation Agency Safety Plan, as required by 49 U.S.C. 5329, as amended by MAP-21.

**GROUP 17. RURAL/OTHER THAN URBANIZED AREAS/APPALACHIAN DEVELOPMENT/OVER-THE-ROAD BUS ACCESSIBILITY PROGRAMS.**

*The Certifications and Assurances in Group 17 are in addition to other Certifications and Assurances listed previously that are required for Rural/Other Than Urbanized Areas/Appalachian Development/or Over-the-Road Bus Accessibility Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications and Assurances in Group 17, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *Formula Grants for Rural Areas Project financed with funding made available or appropriated for 49 U.S.C. 5311(b), as amended by MAP-21,  
(Separate Certifications and Assurances have been established in Group 18 for an Indian tribe that is an Applicant for a Public Transportation on Indian Reservations Project financed with funding made available or appropriated for 49 U.S.C. 5311(c))(1), as amended by MAP-21.)*
- ☐ *Formula Grants for Other Than Urbanized Areas Project financed with funding made available or appropriated for former 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year,  
☐ *Separate Certifications and Assurances have been established in Group 18 for an Indian tribe that is an Applicant for "Tribal Transit" Project financed with funding made available or appropriated for former 49 U.S.C. 5311(c)(1) in effect in FY 2012 or a previous fiscal year.**
- ☐ *Appalachian Development Public Transportation Assistance Project financed with funding made available or appropriated for 49 U.S.C. 5311(c)(2), as amended by MAP-21, or*
- ☐ *Over-the-Road Bus Accessibility Project financed with funding made available or appropriated for section 3038 of TEA-21, as amended by section 3039 of SAFETEA- LU, 49 U.S.C. 5310 note.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*These four programs have or are likely to have funding available during FY 2013. Accordingly, if your Applicant seeks funding made available or authorized by 49 U.S.C.*

*5311 or former section 3038 of TEA-21, you should provide these Certifications in Group 17, on behalf of your Applicant, to assure that FTA can select the type of funding it considers most suitable.*

*Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certifications in Group 17 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications and Assurances in Group 17 that does not apply will not be enforced.*

**A. Formula Grants for Rural Areas Program.**

*You must select the Certification in Group 17.A if your Applicant seeks funding for its Formula Grants for Rural Areas Project financed with funds made available or appropriated for 49 U.S.C. 5311(b), as amended by MAP-21.*

The following Certification applies to each State or State organization serving as your Applicant for funding made available or appropriated for the Rural Areas Formula Project authorized by 49 U.S.C. 5311(b), as amended by MAP-21. On behalf of your Applicant, you certify and assure that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and
  - e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant's Project equipment and facilities will be adequately maintained,
4. Your Applicant's program has provided for a fair distribution of Federal funding made available or appropriated for 49 U.S.C. 5311(b), as amended by MAP-21 within the State, including Indian reservations,
5. Your Applicant's program provides or will provide the maximum feasible coordination of public transportation service funded by 49 U.S.C. 5311(b), as amended by MAP-21, with transportation service funded by other Federal sources,
6. Your Applicant's Projects in its Formula Grants for Rural Areas Program are included in:
  - a. The Statewide Transportation Improvement Program, and
  - b. To the extent applicable, a Metropolitan Transportation Improvement Program,
7. Your Applicant has or will have the amount of funds required for the local share, as required by 49 U.S.C. 5311(g), as amended by MAP-21, and
  - a. Will provide the local share funds from approved non-Federal sources except as permitted by Federal law, and
  - b. Will provide the local share funds when needed,
8. Your Applicant may transfer a facility or equipment acquired using a grant under 49 U.S.C. 5311(b) to any other recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
  - a. The recipient in possession of the facility or equipment consents to the transfer, and
  - b. The facility or equipment will continue to be used as required under 49 U.S.C. 5311, as amended by MAP-21, and
9. Each fiscal year:
  - a. Your Applicant will spend at least fifteen (15) percent of its 49 U.S.C. 5311 funding available that fiscal year to develop and support intercity bus transportation within the State, with eligible activities, including:
    - (1) Planning and marketing for intercity bus transportation, (2) Capital grants for intercity bus facilities,
    - (3) Joint-use facilities,
    - (4) Operating grants through purchase-of-service agreements, user-side subsidies, and demonstration Projects, and
    - (5) Coordinating rural connections between small public transportation operations and intercity bus carriers, or
  - b. Your Applicant will provide to the Federal Transit Administrator a Certification of the Governor of the State that:
    - (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the State, and
    - (2) The State's intercity bus service needs are being met adequately.

#### **B. Formula Grants for Other Than Urbanized Areas Program.**

*You must select the Certification in Group 17.B if your Applicant seeks funding for its Formula Grant for Other Than Urbanized Areas Project financed with funds made available or appropriated for former 49 U.S.C. 5311(b), in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

The following Certification applies to each State or State organization serving as your Applicant for funding made available or appropriated for the Formula Grants for Other Than Urbanized Areas Project authorized by 49 U.S.C. 5311(b)(2) in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross-cutting requirements that apply instead. On behalf of your Applicant, you certify and assure that:

1. Your Applicant has or will have the:

- a. Legal capacity to carry out its proposed Projects,
- b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
- d. Necessary capacity to carry out the safety aspects of its proposed Projects, and
- e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant's Project equipment and facilities will be adequately maintained,
4. Your Applicant's program has provided for a fair distribution of Federal funding made available or appropriated for 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year, within the State, including Indian reservations,
5. Your Applicant's program provides or will provide the maximum feasible coordination of public transportation service funded by former 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year, with transportation service funded by other Federal sources,
6. Your Applicant's Projects in its Formula Grants for Rural Areas Program are included in:
  - a. The Statewide Transportation Improvement Program, and
  - b. To the extent applicable, a Metropolitan Transportation Improvement Program,
7. Your Applicant has or will have the amount of funds required for the local share, as required by 49 U.S.C. 5311(g) in effect in FY 2012 or a previous fiscal year, and:
  - a. Will provide the local share funds from approved non-Federal sources except as permitted by Federal law,
  - b. Will provide the local share funds when needed,
8. Your Applicant may transfer a facility or equipment acquired using a grant under 49 U.S.C. 5311(b) in effect in FY 2012 or a previous fiscal year to any other recipient eligible to receive assistance under 49 U.S.C. chapter 53, if:
  - a. The Recipient in possession of the facility or equipment consents to the transfer, and
  - b. The facility or equipment will continue to be used as required under 49 U.S.C. 5311 in effect in FY 2012, and
9. Each fiscal year:
  - a. Your Applicant will spend at least fifteen (15) percent of its 49 U.S.C. 5311 funding available that fiscal year to develop and support intercity bus transportation within the State with eligible activities, including:
    - (1) Planning and marketing for intercity bus transportation, (2) Capital grants for intercity bus shelters,
    - (3) Joint-use stops and depots,
    - (4) Operating grants through purchase-of-service agreements, user-side subsidies, and demonstration Projects, and
    - (5) Coordinating rural connections between small public transportation operations and intercity bus carriers, or
  - b. Your Applicant will provide to the Federal Transit Administrator a Certification of the Chief Executive Officer of the State that:
    - (1) It has consulted with the affected intercity bus service providers about the intercity bus needs of the State, and
    - (2) The State's intercity bus service needs are being met adequately.

**C. Appalachian Development Public Transportation Assistance Program.**

*You must select the Certification in Group 17.C if your Applicant seeks funding for Appalachian Development Public Transportation Assistance Project financed with funds made available or appropriated for former 49 U.S.C. 5311(c)(2), as amended by MAP-21.*

On behalf of your Applicant, you certify and assure that, in addition to other Certifications and Assurances your Applicant must provide, if your Applicant is unable to use its funding made available or appropriated for this program for public transportation purposes, your Applicant may use the funding for a highway provided that it provides notice and an opportunity for comment and appeal to affected public transportation providers and the Applicant in approving the use determines that local transit needs are being addressed, as required by 49 U.S.C. 5311(c)(2)(D), as amended by MAP-21.

**D. Over-the-Road Bus Accessibility Program.**

*You must select the Assurance in Group 17.D if your Applicant seeks funding for its Over-the-Road Bus Accessibility Project financed with funds made available or appropriated for repealed section 3038 of TEA-21, as amended by section 3039 of SAFETEA-LU in effect in FY 2012 or a previous fiscal year.*

*In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

The Applicant assures that it will comply with all applicable Federal statutes and regulations, and follow applicable Federal guidance in carrying out any Over-the-Road Bus Accessibility Project supported by the FTA grant. The Applicant acknowledges that it is under a continuing obligation to comply with the terms and conditions of the grant agreement issued for its project with FTA. The Applicant understands that Federal laws, regulations, policies, and administrative practices might be modified from time to time and affect the implementation of the project.

The Applicant assures that the Federal requirements for the Over-the-Road Bus Accessibility Program during FY 2012 will apply to the project, unless FTA issues a written determination otherwise. Certifications and Assurances for funding to be awarded under this program in FY 2013 are included in these FTA Certifications and Assurances for FY 2013. Each Applicant must submit Group 01 ("Required Certifications and Assurances for Each Applicant"). Each Applicant seeking more than \$100,000 in Federal funding must provide both Group 01, and Group 02, ("Lobbying").

#### **GROUP 18. PUBLIC TRANSPORTATION ON INDIAN RESERVATIONS AND "TRIBAL TRANSIT" PROGRAMS.**

*The Certifications in Group 18 are in addition to other Certifications and Assurances listed previously that are required for Public Transportation on Indian Reservations Program funding or "Tribal Transit" Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 18, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *Formula or discretionary Public Transportation on Indian Reservations Project financed with funding made available or appropriated for 49 U.S.C. 5311(c)(1), as amended by MAP-21, or*
- ☐ *Discretionary "Tribal Transit" Project financed with funding made available or appropriated for former 49 U.S.C. 5311(c)(1) in effect in FY 2012 or a previous fiscal year.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certifications in Group 18 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications in Group 18 that does not apply will not be enforced.*

##### **A. Public Transportation on Indian Reservations Program.**

*You must select the Certification in Group 18.A if your Applicant seek funding for its Public Transportation on Indian Reservations Project financed with funds made available or appropriated for 49 U.S.C. 5311(c)(1), as amended by MAP-21.*

FTA has established terms and conditions for direct Public Transportation on Indian Reservations Program grants financed with funding made available or appropriated for 49 U.S.C. 5311(c)(1), as amended by MAP-21. On behalf of your Applicant, you certify and assure that:

1. Your Applicant has or will have the necessary legal, financial, and managerial capability to:
  - a. Apply, receive and disburse 49 U.S.C. 5311(c)(1) funding, and
  - b. Carry out each Project, including the:
    - (1) Safety aspects of its proposed Projects, and
    - (2) Security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant's Project equipment and facilities will be adequately maintained,
4. Your Applicant's Project will achieve maximum feasible coordination with transportation service funded by other Federal sources,

5. Your Applicant will:
  - a. Have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR part 18, specifically 49 CFR 18.36, or
  - b. Inform FTA promptly that its procurement system does not comply with those U.S. DOT regulations, and
6. Your Applicant will comply with the Certifications, Assurances, and Agreements in:
  - a. Group 03.B and 03.C (Charter Service Agreement and School Bus Agreement),
  - b. Group 05.B (Bus Testing),
  - c. Group 06 (Demand Responsive Service),
  - d. Group 07 (Intelligent Transportation Systems), and
  - e. Group 10 (Alcohol and Controlled Substances Testing).

#### **B. "Tribal Transit" Program.**

*You must select the Certification in Group 18.B if your Applicant seeks funding for its "Tribal Transit" Project financed with funds made available or appropriated for former 49 U.S.C. 5311(c)(1), in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

FTA has established terms and conditions for direct "Tribal Transit" Program grants financed with funding made available or appropriated for former 49 U.S.C. 5311(c)(1) in effect in FY 2012 or a previous fiscal year, except as superseded as MAP-21 cross-cutting requirements that apply instead. On behalf of your Applicant you certify that:

1. Your Applicant has or will have the necessary legal, financial, and managerial capability to:
  - a. Apply, receive and disburse 49 U.S.C. 5311(c)(1) funding, and
  - b. Carry out each Project, including the:
    - (1) Safety aspects of its proposed Projects, and
    - (2) Security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant's Project equipment and facilities will be adequately maintained,
4. Your Applicant's Project will achieve maximum feasible coordination with transportation service funded by other Federal sources,
5. Your Applicant will:
  - a. Have a procurement system that complies with U.S. DOT regulations, "Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments," 49 CFR part 18, specifically 49 CFR 18.36, or
  - b. Inform FTA promptly that its procurement system does not comply with those U.S. DOT regulations, and
6. Your Applicant will comply with the Certifications, Assurances, and Agreements in:
  - a. Group 03.B and 03.C (Charter Service Agreement and School Bus Agreement),
  - b. Group 05.B (Bus Testing),
  - c. Group 06 (Demand Responsive Service),
  - d. Group 07 (Intelligent Transportation Systems), and
  - e. Group 10 (Alcohol and Controlled Substances Testing).

#### **GROUP 19. LOW OR NO EMISSION/CLEAN FUELS GRANT PROGRAM**

*The Certifications in Group 19 are in addition to other Certifications and Assurances listed previously that are required for Low or No Emission Vehicle Deployment Program funding or Clean Fuels Grant Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 19, on behalf of your Applicant, if your Applicant seeks financing for its:*



- ☐ *Discretionary Low or No Emission Vehicle Deployment Project financed with funding made available or appropriated for 49 U.S.C. 5312(d)(5), as amended by MAP-21, or*
- ☐ *Discretionary Clean Fuels Grant Program Project financed with funding made available or appropriated for former 49 U.S.C. 5308 in effect in FY 2012 or a previous fiscal year.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*Before FTA may provide funding made available or appropriated for any of these Projects, on behalf of your Applicant, you must have selected the Certifications in Group 19 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications in Group 19 that does not apply will not be enforced.*

#### **A. Low or No Emission Vehicle Deployment.**

*You must select the Certification in Group 19.A, if your Applicant seeks funding for its Low or No Emission Vehicle Development Project financed with funds made available or appropriated for 49 U.S.C. 5312(d)(5), as amended by MAP-21.*

The following Certification for Low or No Emission Vehicle Deployment Program funding made available or appropriated for MAP-21 is required by 49 U.S.C. 5312(d)(5)(C) and by 49 U.S.C. 5307(c)(1), as amended by MAP-21. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed Projects,
  - b. Financial capacity to carry out its proposed Projects, c. Technical capacity to carry out its proposed Projects,
  - d. Necessary capacity to carry out the safety aspects of its proposed Projects, and e. Necessary capacity to carry out the security aspects of its proposed Projects,
2. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
3. Your Applicant will maintain its Project equipment and facilities adequately,
4. Your Applicant will ensure that, during non-peak hours, for transportation using or involving a facility or equipment funded for its Project, the following individuals will be charged a fare not exceeding fifty (50) percent of the peak hour fare:
  - a. Any senior,
  - b. Any individual who, because of illness, injury, age, a congenital malfunction, or any other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or who has semi-ambulatory capability), and cannot use a public transportation service or a public transportation facility effectively without special facilities, special planning, or special design,
  - c. Any individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
  - d. Any individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
5. When carrying out a procurement under this Program, your Applicant will comply with the:
  - a. General provisions for FTA programs of 49 U.S.C. 5323, and b. Third party procurement requirements of 49 U.S.C. 5325,
6. Your Applicant:
  - a. Has informed or will inform the public of the amounts of its funding available under this Program,
  - b. Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
  - c. Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Projects and its performance as an Applicant,
  - d. Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
  - e. Has assured or will assure that the proposed Program of Projects provide for coordination of transportation services with federally funded transportation services supported by United States Government sources other than U.S. DOT,

- f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of Projects, and
- g. Has made or will make the final list of Projects available to the public,
- 7. Your Applicant:
  - a. Has or will have the amount of funds required for the local share,
  - b. Will provide the local share funds from approved non-Federal sources, except if otherwise authorized by law, and
  - c. Will provide the local share funds when needed,
- 8. Your Applicant will comply with:
  - a. The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
  - b. The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21,
- 9. Your Applicant has a locally developed process to solicit and consider public comment before:
  - a. Raising a fare, or
  - b. Implementing a major reduction of public transportation, and
- 10. Your Applicant will comply with its Public Transportation Agency Safety Plan as required by 49 U.S.C. 5329, as amended by MAP-21.

**B. Clean Fuels Grant Program.**

*You must select the Certification in Group 19.B if your Applicant seeks funding for its Clean Fuels Grant Project financed with funds made available or appropriated for former 49 U.S.C. 5308 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

The following Certification for Clean Fuels Grant Program funding made available or appropriated for former 49 U.S.C. 5308 in effect in FY 2012 or a previous fiscal year is required by former 49 U.S.C. 5308(d)(1) and former 49 U.S.C. 5307(d)(1), except as superseded by MAP-21 cross-cutting requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:

- 1. Your Applicant has or will have the:
  - a. Legal capacity to carry out its proposed projects,
  - b. Financial capacity to carry out its proposed projects, c.
  - Technical capacity to carry out its proposed projects, d. Safety
  - aspects of its proposed projects, and
  - e. Security aspects of its proposed projects,
- 2. Your Applicant has or will have satisfactory continuing control over the use of project equipment and facilities,
- 3. Your Applicant will maintain the project equipment and facilities adequately,
- 4. Your Applicant will ensure that the following individuals will be charged not more than fifty (50) percent of the peak hour fare for transportation during non- peak hours using or involving project facilities or equipment supported under former 49 U.S.C. 5308:
  - a. Elderly individuals,
  - b. Individuals with disabilities, or
  - c. Individuals presenting a Medicare card issued to himself or herself pursuant to title II or title XVIII of the Social Security Act (42 U.S.C. 401 *et seq.* or 42 U.S.C. 1395 *et seq.*),
- 5. When carrying out a procurement under former 49 U.S.C. 5308 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead:
  - a. Your Applicant will use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
  - b. Your Applicant will not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
  - c. As provided by the MAP-21 cross-cutting requirement, "Buy America," your Applicant will comply with 49 U.S.C. 5323(j), as amended by MAP-21, d. Your Applicant will comply with applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
  - e. As provided by MAP-21 cross cutting requirement, "Rail Car Procurement," your Applicant will comply with the railcar option restrictions of 49 U.S.C. 5325(e), as amended by MAP-21, and
  - f. As required by the MAP-21 cross-cutting requirement, "Veterans Preference/Employment," your Applicant will comply with 49 U.S.C. 5325(k), as amended by MAP-21,
- 6. Your Applicant has complied with or will comply with former 49 U.S.C. 5307(c) because it:
  - a. Has informed or will inform the public of the amounts of its Clean Fuels Grant Program funds available under 49 U.S.C. 5308, and the projects it proposes to undertake,

- b. Has developed or will develop, in consultation with interested parties, including private transportation providers, the projects proposed to be funded,
  - c. Has published or will publish a list of its projects in a way that affected citizens, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed projects and its performance,
  - d. Has provided or will provide an opportunity for a public hearing to obtain the views of citizens on the proposed projects,
  - e. Has assured or will assure that the proposed Program of Projects provide for coordination of transportation services with federally funded transportation services supported by United States Government sources other than U.S. DOT,
  - f. Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of projects, and
  - g. Has made or will make the final list of projects available to the public,
7. Your Applicant:
- a. Has or will have the amount of funds required for the local share,
  - b. Will provide the local share funds from approved non-Federal sources except as permitted by Federal law, and
  - c. Will provide the local share funds when needed,
8. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21
9. Your Applicant has a locally developed process to solicit and consider public comment before:
- a. Raising a fare, or
  - b. Implementing a major reduction of public transportation, and
10. Consistent with the MAP-21 cross-cutting requirement, "Safety," your Applicant will comply with its Public Transportation Agency Safety Plan requirements of 49 U.S.C. 5329, as amended by MAP-21.

#### **GROUP 20. PAUL S. SARBANES TRANSIT IN PARKS PROGRAM**

*The Certification in Group 20 is in addition to other Certifications and Assurances listed previously that are required for Paul S. Sarbanes Transit in Parks Program funding, former 49 U.S.C. 5320 in effect in FY 2012 or a previous fiscal year. In administering this program, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certification in Group 20, on behalf of your Applicant, if your Applicant seeks financing for its Paul S. Sarbanes Transit in Parks Project financed with funds made available or appropriated for former 49 U.S.C. 5320 in effect in FY 2012 or a previous fiscal year.*

*Before FTA may provide funding made available or appropriated for your Project, on behalf of your Applicant, you must have selected the Certification in Group 20 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks.*

1. The following Certification for the Paul S. Sarbanes Transit in Parks Program (Parks Program) is required by former 49 U.S.C. 5320 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 requirements that apply instead. Therefore, except as FTA determines otherwise in writing, on behalf of your Applicant, you certify that:
  - a. Your Applicant will consult with the appropriate Federal land management agency during the planning process, and
  - b. The requirements of former 49 U.S.C. 5307, as determined by FTA, will apply to the Parks Program, authorized by former 49 U.S.C. 5320, and
2. FTA has determined certain requirements of former 49 U.S.C. 5307 to be appropriate for the Parks Program, of which some require Certifications. Therefore as specified under former 49 U.S.C. 5307(d)(1), except as superseded by MAP-21 cross-cutting requirements, you certify that:
  - a. Your Applicant has or will have the:
    - (1) Legal capacity to carry out its proposed projects,

- (2) Financial capacity to carry out its proposed projects, (3) Technical capacity to carry out its proposed projects, (4) Safety aspects of its proposed projects, and
- (5) Security aspects of its proposed projects,
- b. Your Applicant has or will have satisfactory continuing control over the use of project equipment and facilities,
- c. Your Applicant will maintain the project equipment and facilities adequately,
- d. When carrying out a procurement under former 49 U.S.C. 5320 in effect in FY 2012 or a previous fiscal year, except as superseded by MAP-21 cross cutting requirements that apply instead:
  - (1) Your Applicant will use competitive procurement (as defined or approved by FTA), as required by 49 U.S.C. 5325(a),
  - (2) Your Applicant will not use exclusionary or discriminatory specifications in its procurements, as required by 49 U.S.C. 5323(h),
  - (3) As provided by the MAP-21 cross-cutting requirement, "Buy America," your Applicant will comply with 49 U.S.C. 5323(j), as amended by MAP-21, (4) Your Applicant will comply with applicable pre-award and post-delivery requirements of 49 U.S.C. 5323(m),
  - (5) As provided by MAP-21 cross cutting requirement, "Rail Car Procurement," comply with the railcar option restrictions of 49 U.S.C. 5325(e), as amended by MAP-21, and
  - (6) As required by the MAP-21 cross-cutting requirement, "Veterans Preference/Employment," your Applicant will comply with 49 U.S.C. 5325(k), as amended by MAP-21,
- e. Your Applicant has complied or will comply with the requirements of former 49 U.S.C. 5307(c). Specifically, your Applicant:
  - (1) Has made or will make available to the public information on the amounts available for the Parks Program, former 49 U.S.C. 5320, and the projects it proposes to undertake,
  - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, projects to be financed,
  - (3) Has published or will publish a list of proposed projects in a way that affected citizens, private transportation providers, and local elected officials have the opportunity to examine the proposed projects and submit comments on the proposed projects and the performance of the Applicant,
  - (4) Has provided or will provide an opportunity for a public hearing to obtain the views of citizens on the proposed projects,
  - (5) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final list of projects, and
  - (6) Has made or will make the final list of projects available to the public, f. Your Applicant:
    - (1) Has or will have the amount of funds required for the local share,
    - (2) Will provide the local share funds from approved non-Federal sources except as permitted by Federal law, and
    - (3) Will provide the local share funds when needed,
- g. Your Applicant has complied or will comply with, and will require each Subrecipient to comply with, 49 U.S.C. 5301, 5303, and 5304, as amended by MAP-21, and
- h. Your Applicant has a locally developed process to solicit and consider public comment before:
  - (1) Raising a fare, or
  - (2) Implementing a major reduction of public transportation.

#### **GROUP 21. STATE SAFETY OVERSIGHT GRANT PROGRAM.**

*The Assurance in Group 21 is in addition to other Certifications and Assurances required for State Safety Oversight Grant Program funding.*

*At the time the FY 2013 Certifications and Assurances for various FTA programs were issued, the Certification and Assurance requirements for the State Safety Oversight Grant Program, authorized under 49 U.S.C. 5329(e)(6), as amended by MAP-21, were not formally established.*

*In the interim, however, please select the Assurance for Group 21 if you are applying, on behalf of your Applicant, for funding for a State Safety Oversight Project.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA provides funding made available or appropriated for a State Safety Oversight Project, on behalf of your Applicant you should select the Assurance in Group 21 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Assurance in Group 21 that does not apply will not be enforced.*

On behalf of your Applicant, you assure that your Applicant will comply with the requirements of those Certifications and Assurances FTA determines will apply to an Applicant for funding made available or appropriated for the State Safety Oversight Program, as required by 49 U.S.C. 5329(e)(6), as amended by MAP-21.

## **GROUP 22. PUBLIC TRANSPORTATION EMERGENCY RELIEF PROGRAM.**

*The Assurance in Group 22 is in addition to other Certifications and Assurances listed previously required for Public Transportation Emergency Relief Program funding.*

*At the time the FY 2013 Certifications and Assurances for various FTA programs were issued, the Certification and Assurance requirements for the Public Transportation Emergency Relief Program, authorized under 49 U.S.C. 5324, as amended by MAP-21, were not formally established.*

*In the interim, however, please select the Assurance for Group 22 if you apply, on behalf of your Applicant, for funding for a Public Transportation Emergency Relief Project.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, before FTA provides funding made available or appropriated for a Public Transportation Emergency Relief Project, on behalf of your Applicant you should select the Assurance in Group 22 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Assurance in Group 22 that does not apply will not be enforced.*

As required by 49 U.S.C. 5324(d)(1), as amended by MAP-21, on behalf of your Applicant, you assure that your Applicant will comply with the requirements of the Certifications and Assurances as FTA determines will apply to an Applicant for funding made available or appropriated for the Public Transportation Emergency Relief Program.

## **GROUP 23. EXPEDITED PROJECT DELIVERY PILOT PROGRAM.**

*The Certification in Group 23 is in addition to other Certifications and Assurances listed previously that are required for funding under the Expedited Project Delivery Pilot Program.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of the applicable Certifications and Assurances selected on behalf of your Applicant.*

*If you apply on behalf of your Applicant for funds made available or appropriated for the Expedited Project Delivery Pilot Program authorized by section 20008(b) of MAP-21, you must select the Certification in Group 23.*

*Before FTA may provide funding made available or appropriated for your Applicant's Project, on behalf of your Applicant, you must have selected the Certification in Group 23 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certification in Group 23 that does not apply will not be enforced.*

On behalf of your Applicant, you certify that, in addition to other Certifications and Assurances required in connection with its application for funding, your Applicant's existing public transportation system is in a state of good repair, as required by section 20008(b)(5)(D) of MAP-21.

#### **GROUP 24. INFRASTRUCTURE FINANCE PROGRAMS.**

*The Certification in Group 24 are in addition to other Certifications and Assurances listed previously that are required for Infrastructure Finance Program funding.*

*Your Applicant is ultimately responsible for compliance with the Certifications and Assurances selected on its behalf that apply to itself or its Project, even if a Subrecipient or other Third Party Participant may be involved in your Applicant's Project, except as FTA determines otherwise in writing. For this reason, we strongly encourage your Applicant to take appropriate measures, including, but not limited to, obtaining sufficient documentation from each Subrecipient and other Third Party Participant to assure the validity of applicable Certifications and Assurances selected on behalf of your Applicant.*

*Except as FTA determines otherwise in writing, you must select the Certifications in Group 24, on behalf of your Applicant, if your Applicant seeks financing for its:*

- ☐ *TIFIA Project financed with funds made available or appropriated for 23 U.S.C. 601 – 609, as amended by MAP-21, or previous legislation authorizing funding for TIFIA Projects, or*
- ☐ *Deposits to its State Infrastructure Bank.*

*In administering these programs, MAP-21 cross-cutting requirements supersede inconsistent former requirements.*

*Before FTA may provide funding made available or appropriated for your Applicant's Projects, on behalf of your Applicant, you must have selected the Certifications and Assurances in Group 24 and other Certifications and Assurances listed previously that are required for the funding your Applicant seeks. Any provision of the Certifications and Assurances in Group 24 that does not apply will not be enforced.*

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

*The Certifications and Assurances apply to requests for Transportation Infrastructure Finance and Innovation Act (TIFIA) credit assistance, whether derived from appropriations for MAP-21 or appropriations in effect in FY 2012 or a previous fiscal year. If you apply on behalf of your Applicant for TIFIA credit assistance authorized by 23 U.S.C. 601 – 609, you must select the Certifications and Assurances in Group 24.A.*

On behalf of your Applicant, you certify and assure that as required by 49 U.S.C. 5323(o), as amended by MAP-21, your Applicant certifies that Federal transit laws, specifically 49 U.S.C. 5307, 49 U.S.C. 5309, and 49 U.S.C. 5337, apply to any Project under 49 U.S.C. chapter 53 that receives TIFIA support or financing under 23 U.S.C. 601 – 609, as amended by MAP-21.

1. To comply with 49 U.S.C. 5307, specifically 49 U.S.C. 5307(d)(1), on behalf of your Applicant, you certify that:
  - a. Your Applicant has or will have the:
    - (1) Legal capacity to carry out its proposed Projects,
    - (2) Financial capacity to carry out its proposed Projects, (3) Technical capacity to carry out its proposed Projects,
    - (4) Necessary capacity to carry out the safety aspects of its proposed Projects, and
    - (5) Necessary capacity to carry out the security aspects of its proposed Projects,
  - b. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
  - c. Your Applicant will maintain its Project equipment and facilities adequately, d. Your Applicant will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a TIFIA-financed Project, a fare that is not more than fifty (50) percent of the peak hour fare will be charged to the following individuals:
    - (1) A senior,
    - (2) An individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a

- wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
  - (3) An individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
  - (4) An individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
- e. When carrying out a TIFIA-funded procurement, your Applicant will comply with:
  - (1) 49 U.S.C. 5323, and
  - (2) 49 U.S.C. 5325,
- f. Your Applicant has complied with or will comply with 49 U.S.C. 5307(b), as amended by MAP-21, because it:
  - (1) Has made or will make available to the public information on amounts of its TIFIA funding request(s),
  - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,
  - (3) Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
  - (4) Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
  - (5) Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by U.S. DOT under TIFIA with federally funded transportation services supported by United States Government sources other than U.S. DOT,
  - (6) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
  - (7) Has made or will make the final Program of Projects available to the public,
- g. Your Applicant:
  - (1) Has or will have at least (twenty) 20 percent of the TIFIA net project costs required for the local share,
  - (2) Will provide the local share funds from approved non-Federal sources, and
  - (3) Will provide the local share funds when needed, h. Your Applicant will comply with:
    - (1) The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
    - (2) The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21,
- i. Your Applicant has a locally developed process to solicit and consider public comment before:
  - (1) Raising a fare, or
  - (2) Implementing a major reduction of public transportation, and
- j. Your Applicant will comply with the 49 U.S.C. 5329(d) requirements for a Public Transportation Agency Safety Plan, and
- 2. To comply with the interest and financing costs restrictions of 49 U.S.C. chapter 53, your Applicant agrees that it will not seek reimbursement for interest and other financing costs incurred in connection with its Project that must be in compliance with those requirements unless:
  - a. It is eligible to receive Federal funding for those expenses, and
  - b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.
- 3. To comply with the requirements of 49 U.S.C. 5337(a)(4), your Applicant agrees that it will adopt a transit asset management plan that complies with 49 U.S.C. 5326(d).

## **B. State Infrastructure Banks (SIB) Program.**

*The Certifications and Assurances apply to requests for State Infrastructure Bank (SIB) funding, whether derived from appropriations for MAP-21 or appropriations for Fiscal Year 2012 or a previous fiscal year. If you apply on behalf of your State Applicant for funding to deposit in its SIB, we request that you select the Certifications and Assurances in Group 24.B.*

On behalf of the State organization serving as your Applicant for funding for its State

Infrastructure Bank (SIB) Program, you certify and assure that:

1. Your Applicant will comply with the following applicable Federal laws establishing the various SIB programs since 1995:
  - a. 23 U.S.C. 610, as amended by MAP-21,
  - b. 23 U.S.C. 610 or its predecessor before MAP-21 was signed into law, c. Section 1511 of TEA-21, 23 U.S.C. 181 note, or
  - d. Section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. 181,
2. Your Applicant will comply with or follow the Cooperative Agreement establishing the State's SIB program between:
  - a. Your Applicant and FHWA, FRA, and FTA, or b. Your Applicant and FHWA and FTA,
3. Your Applicant will comply with or follow the Grant Agreement that provides FTA funding for the SIB and is between your Applicant and FTA including the FTA Master Agreement, which is incorporated by reference into the Grant Agreement, except that any provision of the FTA Master Agreement incorporated by reference into that Grant Agreement will not apply if it conflicts with any provision of:
  - a. 23 U.S.C. 610, as amended by MAP-21,
  - b. 23 U.S.C. 610 or its predecessor before MAP-21 was signed into law,
  - c. Section 1511 of TEA-21, 23 U.S.C. 181 note, or section 350 of the National Highway System Designation Act of 1995, as amended, 23 U.S.C. 181 note, d. Federal guidance pertaining to the SIB Program,
  - e. The Cooperative Agreement establishing the State's SIB Program, or
  - f. The FTA Grant Agreement,
4. As required by 49 U.S.C. 5323(o), Federal transit laws, specifically 49 U.S.C. 5307, 49 U.S.C. 5309, and 49 U.S.C. 5337, as amended by MAP-21, apply to any Project under 49 U.S.C. chapter 53 that receives SIB support or financing under 23 U.S.C. 610 (or any support from 23 U.S.C. 601 – 609),
  5. As required by 49 U.S.C. 5323(o) and 49 U.S.C. 5307(d)(1):
    - a. Your Applicant has or will have the:
      - (1) Legal capacity to carry out its proposed Projects,
      - (2) Financial capacity to carry out its proposed Projects, (3) Technical capacity to carry out its proposed Projects,
      - (4) Necessary capacity to carry out the safety aspects of its proposed Projects, and
      - (5) Necessary capacity to carry out the security aspects of its proposed Projects,
    - b. Your Applicant has or will have satisfactory continuing control over the use of Project equipment and facilities,
    - c. Your Applicant will maintain its Project equipment and facilities adequately, d. Your Applicant will ensure that when, during non-peak hours for transportation using or involving a facility or equipment of a SIB-financed Project, a fare that is not more than fifty (50) percent of the peak hour fare will be charged to the following individuals:
      - (1) A senior,
      - (2) An individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use a public transportation service or a public transportation facility effectively without special facilities, planning, or design,
      - (3) An individual presenting a Medicare card issued to himself or herself pursuant to title II of the Social Security Act (42 U.S.C. 401 *et seq.*), or
      - (4) An individual presenting a Medicare card issued to himself or herself pursuant to title XVIII of the Social Security Act (42 U.S.C. 1395 *et seq.*),
    - e. When carrying out a procurement under a SIB-financed Project, your Applicant will comply with the:
      - (1) General provisions for FTA programs of 49 U.S.C. 5323, and
      - (2) Third party procurement requirements of 49 U.S.C. 5325,
    - f. Your Applicant has complied with or will comply with 49 U.S.C. 5307(b), as amended by MAP-21, because it:
      - (1) Has made or will make available to the public information on amounts of its funding requested under the SIB program,
      - (2) Has developed or will develop, in consultation with interested parties, including private transportation providers, a proposed Program of Projects for activities to be funded,



- (3) Has published or will publish a Program of Projects in a way that affected individuals, private transportation providers, and local elected officials will have an opportunity to examine and submit comments on the proposed Program of Projects and its performance as an Applicant or Recipient,
- (4) Has provided or will provide an opportunity for a public hearing to obtain the views of individuals on the proposed Program of Projects,
- (5) Has ensured or will ensure that the proposed Program of Projects provide for coordination of transportation services funded by U.S. DOT under 49 U.S.C. 5336 and the SIB Program with federally funded transportation services supported by United States Government sources other than U.S. DOT,
- (6) Has considered or will consider the comments and views received, especially those of private transportation providers, in preparing its final Program of Projects, and
- (7) Has made or will make the final Program of Projects available to the public,
- g. Your Applicant:
  - (1) Has or will have the amount of funds required for the local share by the SIB Program, but not less than twenty-five (25) percent of each capitalization grant,
  - (2) Will provide the local share funds from approved non-Federal sources, and
  - (3) Will provide the local share funds when needed, h. Your Applicant will comply with the:
    - (1) The Metropolitan Planning requirements of 49 U.S.C. 5303, as amended by MAP-21, and
    - (2) The State Planning requirements of 49 U.S.C. 5304, as amended by MAP-21,
  - i. Your Applicant has a locally developed process to solicit and consider public comment before:
    - (1) Raising a fare, or
    - (2) Implementing a major reduction of public transportation, and
  - j. As required by 49 U.S.C. 5307(c)(1)(L), it will comply with the 49 U.S.C. 5329(d) requirements for a Public Transportation Agency Safety Plan, and
- 2. As required by 49 U.S.C. chapter 53, your Applicant certifies that it will not seek reimbursement for interest and other financing costs incurred in connection with its Project unless:
  - a. It is eligible to receive Federal funding for those expenses, and
  - b. Its records demonstrate that it has used reasonable diligence in seeking the most favorable financing terms underlying those costs, to the extent FTA may require.
- 3. To comply with the requirements of 49 U.S.C. 5337(a)(4), your Applicant agrees that it will adopt a transit asset management plan that complies with 49 U.S.C. 5326(d).

Selection and Signature Page(s) follow.



## Appendix C

### Opinion of Counsel Sample Language

#### Opinion of Counsel

I, the undersigned, am an attorney, licensed by and duly admitted to practice law in the State of Illinois and counsel for and attorney for the *(Name of Applicant)*. In this capacity, my opinion has been requested concerning the eligibility of the *(Name of Applicant)* for grant assistance under the provisions of the Civil Administrative Code of Illinois (Act), 20 ILCS 2705-305. You are hereby advised as follows:

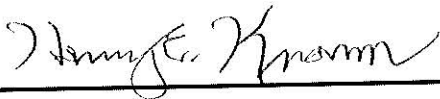
1. The *(Name of Applicant)* is an eligible recipient as defined in state regulations.
2. There are no provisions in the *(Name of Applicant)*'s charter or by-laws or in the statutes of the State, the United States of America, or any other local ordinances that preclude or prohibit the *(Name of Applicant)* from making said application for or contracting with the State for the purpose of receiving a State capital improvement grant.
3. The undersigned has no knowledge of any pending or threatened litigation, in either Federal or State courts which would adversely affect this application, or which seeks to prohibit the *(Name of Applicant)* from contracting with the State for the purpose of receiving a State capital improvement grant.

Based upon the foregoing, I am of the opinion that the *(Name of Applicant)* is an eligible recipient under the provisions of the Act, and that it is fully empowered and authorized to apply for and to accept the grant from the State.

Attorney for:

CCAR INDUSTRIES

*(Name of Applicant)*



Signature:

Henry E. Kramer

Print Attorney's Name

1522957

ARDC Registration Number



## CERTIFICATE OF ENROLLMENT

This Is To Certify That

***CCAR INDUSTRIES***

Is currently enrolled in the  
Sarah Bush Lincoln Health System DOT Consortium  
January 1st, 2014 – December 31, 2014

Consortium Manager's Signature

A handwritten signature in cursive script, reading "Amber M. Evans", written over a horizontal line.

<b>Policy:</b> CDL Orientation and training				
<b>Section:</b> Building Grounds Vehicle and equipment		<b>Applies to:</b> CDL Bus Drivers		
<b>Date:</b> 12/2010 Reviewed 11/11 Reviewed: 1/12 1/13 1/14				

1. All drivers will be instructed in proper operation of **lift equipment, two-way radios** and special equipment on each vehicle prior to the operation of such vehicle.
2. Drivers shall perform instructed on the daily “walk around”/ pre-trip safety inspection as per inspection sheet and report all defects immediately to the Transportation Director and complete required weekly or daily reports.
3. Drivers shall also be trained on the post-trip inspection as per inspection sheet to inform next driver of possible safety issues. (Any such issue should be immediately reported to the Transportation Director.)
4. Drivers will show proficiency through a **vehicular driving test for the designated vehicle/vehicles** to which he/she will be assigned. This test drive will be conducted by the Transportation Director or his designated appointee also including **formal route orientation**.
5. Drivers will attend informed about the monthly driver meetings set up by the Transportation Director in an annual schedule. Training shall address the following topics: **Client assistance, defensive driving, emergency procedures, CPR/First Aid.**
6. Drivers will also be informed about attending In-Service training as set up by the agency.

**Vendor Addresses**

Vendor	Address 1	Address 2	City	State	Postal Code	Phone
Auto Truck and Farm Repair	1416 Moultrie Ave		Mattoon	IL	61938	217-235-2886
Bacon's Body Shop	1702 Madison Ave		Charleston	IL	61920	217-345-3313
Bartley Garage	814 18th		Charleston	IL	61920	217-345-3355
Battery Specialist	1519 Madison		Charleston	IL	61920	217-345-8658
Charleston Service Center	1718 Lincoln Ave		Charleston	IL	61920	217-345-2121
Cox's Motor's	202 North 6th St		Charleston	IL	61920	217-345-2775
Craigs Antenna Service	South route 51		Pana	IL	62557	217-562-4133
Dales Diesel Service	1608 W Main St.		Teutopolis	IL	62462	217-857-3196
Dan Hecht	PO Box 605	South RT 45	Effingham	IL	62401-0605	217-342-4111
Diepholz	631 W Lincoln Ave		Charleston	IL	61920	1-888-275-1307
Effingham Truck Sales	PO Box 840	1701 W Fayette Ave	Effingham	IL	62401	217-342-9761
JB Windshield Repair	PO Box 451		Charleston	IL	61920	217-254-1714
Midas Auto Service	515 Lincoln Ave		Charleston	IL	61920	217-345-1114
Midwest Transit	PO Box 582	146 West Issert Drive	Kankakee	IL	61920	815-933-2412
Miller's Towing	315 6th St		Charleston	IL	61920	217-345-3335
Neal Tire	417 Madison		Charleston	IL	61920	217-345-6975
Pilson's	1506 18th		Charleston	IL	61920	217-345-3673
Porter's Auto Body	1607 Madison		Charleston	IL	61920	217-345-7832
Quality Auto	611 Madison		Charleston	IL	61920	217-345-3150
Schmidty's Auto Glass (Brett Schmidt)			Teutopolis	IL	62467	217-690-6232
Under Cutters Inc.	902 Madison		Charleston	IL	61920	217-345-8639

**VEHICLE #26**  
**08 CHEVY ELDORADO BUS - IDOT CONTRACT #498**  
**VIN - 1GBE5V1908F403684 LICENSE #: 30775CV**

DATE	LOF	SAFETY TEST	BRAKES	TIRES	MISCELLANEOUS REPAIRS
7/28/08					Lettering - Sign Creations
7/25/08					4 sets Q'Straint Systems
10/21/08					Parts for tie down straps for wheel-chairs
12/18/08					2 wiper blades
1/13/09		X			
5/5/09	10419				
7/13/09					Radio
7/13/09		X - 12422			
1/4/10	18839				Upfitter company relocated & damaged wiring, Replace fuel filter, purge system free of air, reset
1/6/10					Install kick out springs
1/27/10		X - 19338			
5/11/10					Replaced stop lamp switch
5/28/10					A/C repairs
6/21/10					Tow from Twin Bridges to CCAR
7/21/10		X - 22942			
9/1/10					One Tank
1/11/11					Repaired marker lights, tail lights
1/25/11		X - 27562			Repair step light
5/11/11	29006				Replaced fuses, intalled retaining bolts, recharge A/C system, replace coolant
9/29/11					Light, LED, Rear Center Brake (2)
10/25/11					Hand Pendant
11/3/11					Repair as per estimate
12/16/11					Circuit board
✓ 1/11/12		X - 33504			
✓ 2/22/12	34398				Air filter
✓ 3/22/12				(6)	
✓ 5/23/12					Inspect all brakes - Replace fuel filter & reset monitor - Replace third brake light - Check A/C - Replace left side king pin
✓ 7/19/12		X - 37508			Repair tail, clearance & license plate lights
✓ 8/6/12					Port caps for A/C lines
✓ 10/2/12					Std. miniature lamp
✓ 10/3/12					Halogen light bulb - reflector lift, 2 Cover, PVC latch linkage, Luggage door cylinder
✓ 10/15/12					Replace Washer Pump - Replace Left Front Clearance Light
✓ 11/8/12					Maxi fuse holder
11/16/12	MA				Black tape, bungee
✓ 12/11/12					Oil Change, Fuel Filter, Replace Rear Brake Pads, Alignment
✓ 1/28/13					2 batteries
✓ 1/10/13		X - 40904			
✓ 4/2/13					Block heater - 6 gal. antifreeze
✓ 7/10/13		X - 43662			Repair lift door light

10/7/2013	✓				Adjusted & lubed lift
10/5/13 #####	✓	44863			Replace air filter-remove broken studs, replaced bolts & gasket-removed trans. Removed flywheel housing, replaced orings, reinstall trans.-replaced shifter cable-replaced spin-on trans. Filter
1/16/2014	✓	X - 45896			
2/13/2014	✓				1 new tire





Myerscough Automotive

920 18th St.  
Charleston, IL 61920

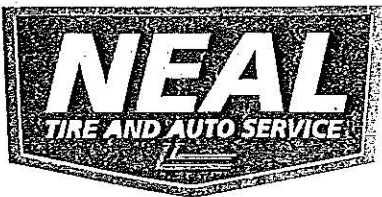
Date	Invoice #
2/22/2012	713

Name / Address
CCAR Industries 1530 Lincoln Ave Charleston IL 61920

# 216

Odometer		Make	Model	Vin #
34398		Chevy	5500	
Description	Qty	Rate		Total
15w40 rotella oil	4	13.50		54.00
Lube Oil and Filter	1	12.00		12.00
material	1	6.00		6.00
Labor	0.5	65.00		32.50
air filter	1	92.06		92.06
tax exempt #E9990-9561-06			Subtotal	\$196.56
			Sales Tax (6.75%)	\$6.21
			Total	\$202.77

Phone #	Fax #	E-mail
(217)345-5373	(217)345-5374	myersauto1@gmail.com



# INVOICE

12/1

NEAL TIRE-CHA  
417 MADISON  
CHARLESTON, IL 61920  
(217)345-6975

INVOICE DATE	CUST. NO.	ORDER NO.	PAGE	INVOICE NO.
03/22/12	10040	114990	1	111313

Mileage: 35,052

SOLD  
TO

C C A R INDUSTRIES  
1530 LINCOLN AV  
CHARLESTON, IL 61920

SHIP

TO

C C A R INDUSTRIES  
1530 LINCOLN AV  
CHARLESTON, IL 61920

PURCHASE ORD. NO.	SALES PERSON	MAIN PHONE	OTHER PHONE	SHIP VIA
#26	C03	(217)345-7058	(217)348-0127	INSTALLED

Charge #26  
VIN: BUS

ITEM NO.	DESCRIPTION	QTY. ORDERED	QTY. SHIPPED	FEET	PRICE	NET EXTENSION
OPTT MOUNT8	245/70/19.5 RM170AP/LOAD G MOUNT MISC *LUGNUT TORQUE SHOULD BE CHECKED *AT 50 TO 100 MILES AFTER TIRE/WHEEL *HAS BEEN REINSTALLED ON VEHICLE *BALANCE IF CAN NO POWDER *INSTALL LI8GHT OVER BACK DOOR	6 6	6 6	9.83	248.79 15.00	1551.72 90.00
SCRAP SHOP EPA	SCRAP TIRE FEE VALVE STEMS SHOP SUPPLIES TIRE USER FEE	6 4 6	6 4 6		8.00 7.95 2.50	48.00 31.80 15.00
*****THANK YOU***** *YOUR BUSINESS IS APPRECIATED* *****						

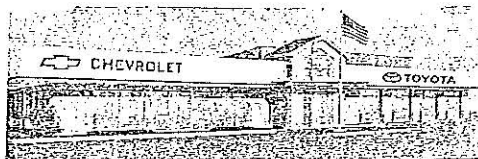
NET 1ST 10TH

SubTot Parts: 1646.52  
SubTot Labor: 90.00

Inv Total : 1736.52

X

SECURITY AGREEMENT: Customer/Buyer grants to secured party/seller, a purchase-money security interest in the property described above. Customer agrees to terms and conditions contained on the REVERSE SIDE of this document. Customer agrees to pay a service charge/late fee of 2% of the balance of the account in the



SOUTH RT. 45 • P.O. BOX 605 • EFFINGHAM, IL 62401-0605 • (217) 342-4111

CUSTOMER NO. 6048	ADVISED KEITH V WILLENBORG	TAG NO. 55	INVOICE DATE 05/23/12	INVOICE NO. CTC5356702
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920	LABOR RATE	LICENSE NO. 36775CV	COLO. WHITE/	STOCK NO.
	YEAR/MAKE/MODEL 08/CHEVROLET TRUCK/BUS	MILEAGE 36,323	DELIVERY DATE	DELIVERY MILES
	VEHICLE ID NO. 1GBE5V1908F403684		SELLING DEALER NO.	PRODUCTION DATE
	F.T.E. NO. E9990-9561-03	P.O. NO.	R.O. DATE 05/21/12	

RESIDENCE PHONE 348 0127x416 BUSINESS PHONE 217-345-7058 x617

SUBLET-----PU#-----VEND INV#-INV.DATE-DESCRIPTION-----  
JOB # 5 55101 047300 05/22/12 KINGPIN BUSHING

TOTAL - SUBLET 33.64  
33.64

G.O.G. & SUPPLIES-----  
JOB # 5 FREIGHT (PARTS)

TOTAL - GOG 37.02  
37.02

MISC-----CODE-----DESCRIPTION-----CONTROL NO-----  
JOB # A EC SHOP SUPPLIES

TOTAL - MISC 15.00  
15.00

COMMENTS-----  
CALL 232-8423 / 348-0127 EXT 611

TOTALS-----

\*\*\*\*\*  
\* CASH [ ] CHECK [ ] M/CARD [ ] \*  
\* AMEX [ ] OTHER [ ] CHARGE [ ] \*  
\*\*\*\*\*

THANK YOU FOR YOUR BUSINESS!

PARTS DESIGNATED WITH AN ASTERISK <\*> INDICATES  
"G.M. LIFETIME SERVICE GUARANTEE"  
APPLIES TO CUSTOMER PAY INVOICE ONLY

DAN HECHT CHEV-TOYOTA IS YOUR TIRE STORE. WE CARRY GOODYEAR,  
FIRESTONE, BRIDGESTONE, DUNLOP, UNIROYAL AND MORE. SEE US  
FOR ALL OF YOUR AUTOMOTIVE NEEDS.

CUSTOMER SIGNATURE

*Bryan Watson*

TOTAL INVOICE \$ 1226.84



#### DISCLAIMER OF WARRANTIES

The sellers, Dan Hecht Chevrolet • Toyota, hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Dan Hecht Chevrolet • Toyota, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle or product.

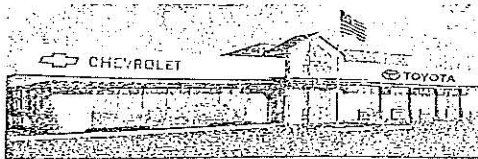
TERMS: ALL REPAIRS ARE STRICTLY CASH UNLESS SPECIFIED OTHERWISE PRIOR TO WORK BEING DONE.

I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

This business is required to be licensed by the Secretary of State, pursuant to Illinois Revised Statutes, Chapter 96 1/2 Sec. 5-301. Any complaints as to the quality of service obtained here may be brought to the attention of the Attorney General.

# Dan Hecht

Chevrolet • Toyota  
www.danhecht.com



SOUTH RT. 45 • P.O. BOX 605 • EFFINGHAM, IL 62401-0605 • (217) 342-4111

CUSTOMER NO. 6048	ADVISOR KEITH V WILLENBORG	55 TAG NO.	INVOICE DATE 05/23/12	INVOICE NO. CTC5356702
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920	LABOR RATE	USE 36775CV	MILEAGE 36,323	COLOR WHITE/
	VEHICLE MAKE (MODEL) 08/CHEVROLET TRUCK/BUS			STOCK NO.
	VEHICLE ID NO. 1GBE5V1908F403684			DELIVERY DATE
	F.T.E. NO. E9990-9561-03			DELIVERY MILES
P.O. NO.		R.O. DATE 05/21/12		PRODUCTION DATE
RESIDENCE PHONE	BUSINESS PHONE 217-345-7058 x617	COMMENTS		

LABOR & PARTS  
J# 1 05CVZ BRAKE SYSTEM UNITS: 0.40 TECH(S): 61 29.00

BRAKES NOISEY ON APPLICATION, PEDAL DOESNT FEEL RIGHT  
INSPECT ALL BRAKES - 50% FRONT, 40% REAR  
FRONT 12MM -- REAR 8MM

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 1 TOTAL PARTS						0.00
JOB # 1 TOTAL LABOR & PARTS						29.00

J# 2 08CVZ ELECTRICAL UNITS: 0.90 TECH(S): 61 65.25

FUEL ANK LIGHT STAYS LIT  
INSPECTED, LIGHT INDICATES FUEL FILTER REPLACEMENT DUE  
REPLACE FUEL FILTER & RESET MONITOR

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 2	1	12646512	FILTER KI 3.890	59.98	59.98	59.98
JOB # 2	2	242	CONNECTOR	0.59	0.59	1.18
JOB # 2 TOTAL PARTS						61.16
JOB # 2 TOTAL LABOR & PARTS						126.41

J# 3 08CVZZ02 MISC ELECTRICAL UNITS: 0.30 TECH(S): 61 21.75

3RD BRAKE LIGHT INOP -- INSTALL CUSTOMER SUPPLIED LIGHT  
REPLACE THIRD BRAKE LIGHT - SUPPLIED BY CUSTOMER

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 3 TOTAL PARTS						0.00
JOB # 3 TOTAL LABOR & PARTS						21.75

J# 4 24CVZ AIR CONDITIONING UNITS: 0.40 TECH(S): 61 29.00

AC UNIT ON RT REAR NOT AS COOL AS LEFT  
CHECK AC OPERATION, REAR TEMP COMING OUT AT 48 DEGREE  
FRONT 60 DEGREE

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 4 TOTAL PARTS						0.00
JOB # 4 TOTAL LABOR & PARTS						29.00

J# 5 02CVZ FRONT SUSPENSION UNITS: 3.80 TECH(S): 24 294.01

SQUEAK IN FRONT END WHEN CORNERING  
CHECK SQUEAK, LEFT SIDE KING PIN LOOSE - REPLACE LEFT SIDE  
ONLY - FURNISH BALANCE OF KIT TO CUSTOMER FOR FUTURE USE

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 5	1	88936119	PIN KIT 6.203	640.42	640.42	640.42
JOB # 5	1	242-PIN		0.59	0.59	0.59
JOB # 5 TOTAL PARTS						641.01
JOB # 5 TOTAL LABOR & PARTS						935.02



#### DISCLAIMER OF WARRANTIES

The sellers, Dan Hecht Chevrolet - Toyota, hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Dan Hecht Chevrolet - Toyota, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle or product.

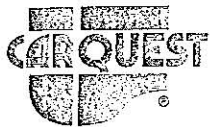
#### TERMS: ALL REPAIRS ARE STRICTLY CASH UNLESS SPECIFIED OTHERWISE PRIOR TO WORK BEING DONE.

I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

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AUTO PARTS

Great people, great products, great prices!™

CQ OF CHARLESTON IL # 4767  
1400 REYNOLDS DRIVE  
CHARLESTON, IL 61920  
217-345-2316

REMIT TO: CARQUEST AUTO PARTS  
PO BOX 404875  
ATLANTA, GA 30384-4875

PAGE 1 OF 1  
REF# 235430



21201208060174400001588750000235430992

ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

B  
I  
L  
T  
O  
CCAR INDUSTRIES  
1530 LINCOLN AVE  
CHARLESTON, IL 61920

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T  
O  
CCAR INDUSTRIES  
1530 LINCOLN AV  
CHARLESTON, IL 61920

INVOICE NO.		CUSTOMER NO.	DATE	CUST. P.O. NO.		SALES ID	TEAMMATE ID	FORM OF PYMT.	
1744-158875		676230	08/06/12				MC1403	CHARGE	
MFG. PART NUMBER			ORDERED	SHIPPED	LIST PRICE	NET	NET CORE	EXT. AMOUNT	TAX
1	CTC 409571 PORT CAP	} for Air Cond lines	4	4	0.89	0.67	0.00	2.68	Y/Y
2	CTC 409570 PORT CAP		5	5	1.49	1.14	0.00	5.70	Y/Y
#26									
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.									
SHIP VIA	DELV. TIME	DELV. ID	FREIGHT	TAXABLE AMT.	SALES TAX	TOTAL CORE		PREV. DEPOSIT	
				8.38	0.57				

11:47 AM

RECEIVED  
BY

X

Bryen Watts

CUSTOMER COPY

PAY THIS  
AMOUNT



8.95

CQEXP101



Great people, great products, great prices!<sup>SM</sup>

CQ OF CHARLESTON IL # 4767  
1400 REYNOLDS DRIVE  
CHARLESTON, IL 61920  
217-345-2316

PAGE 1 OF 1  
REF# 240266

REMIT TO: CARQUEST AUTO PARTS  
PO BOX 404875  
ATLANTA, GA 30384-4875



21201210020174400001619840000240266805

ANY PRODUCT RETURNED FOR CREDIT MUST BE ACCOMPANIED BY THIS RECEIPT.

B I CCAR INDUSTRIES  
L 1530 LINCOLN AVE  
T CHARLESTON, IL 61920

SEE CARQUEST STORE FOR DETAILS OF THE COAST TO COAST GUARANTEE.

S H CCAR INDUSTRIES  
I P 1530 LINCOLN AV  
T O CHARLESTON, IL 61920

INVOICE NO.		CUSTOMER NO.		DATE		CUST. P.O. NO.		SALES ID		TEAMMATE ID		FORM OF PYMT.	
1744-161984		676230		10/02/12						BM1284			
MFG. PART NUMBER				ORDERED		SHIPPED		LIST PRICE		NET		CHARGE	
1 CLB 912 STD MINIATURE LAMP				3		3		1.91		1.24		NET CORE 0.00 EXT. AMOUNT 3.72 TAX Y/Y	
WARRANTY DISCLAIMER: The manufacturer's warranty, if any, constitutes the only warranty with respect to the sale of all goods. SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES, EITHER EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. Seller does not authorize any person to grant any warranty or assume any liability by Seller.													
SHIP VIA		DELV. TIME		DELV. ID		FREIGHT		TAXABLE AMT.		SALES TAX		TOTAL CORE	
								3.72		~0.25		PREV. DEPOSIT	
RECEIVED													

CUSTOMER COPY

PAY THIS  
AMOUNT

per Monica

COPY



Midwest Transit Equipment, Inc.

P.O. Box 582

146 West Issert Drive

Kankakee, IL 60901

Phone # (815) 933-2412 Fax # (815) 933-3966

INVOICE

434361

Part Sales

Bill To: (CCAR01)

CCAR INDUSTRIES

1530 LINCOLN AVE.

CHARLESTON, IL 61920

Ship To:

CCAR INDUSTRIES

1600 LINCOLN AVE.

CHARLESTON, IL 61920

Invoice Date	Customer P.O. #	Salesperson	Ship Via	Packing List #
10/3/2012		Donnie Catlin	FedEx Ground	261323

Order Qty	Ship Qty	Part #	Description	Warranty	Unit Price	Net Price	Extension
6.00	6.00	0017848-1	COVER, PVC LATCH LINKAGE 71" - NC		17.99		107.94
1.00	1.00	0023074	CAM LOCK, 5 DISC TUMBLER FUEL DOOR #20		11.19		11.19
1.00	1.00	0023075	CAM, 0.75 STRAIGHT ZINC PLTD, FUEL DOOR #12		2.09		2.09
6.00	6.00	31060	BULB-LIGHT-12V/20 W-HALOGEN REFLECTOR LIFT 26 + 15		23.76		142.56
1.00		81742	GAS FILL SHROUD W/DOOR, ALUMINUM		97.49		
6.00	5.00	88282	LUGGAGE DOOR CYLINDER UP 12, 20, 26		26.99	21.99	109.95

1 for #12  
2 for #26  
3 for inventory

(\*Back order will follow)

COPY

Bryan Waters

PARTS HOTLINE (800) 808-2412

Terms: 20% restocking charge. No returns on electrical parts. All parts must be resaleable. All returnable parts and warranty parts must be preauthorized & returned within 30 days accompanied by an RGA # & a copy of the invoice to receive credit. No returns on electrical parts.

Service Charge: 1.8% per month on accounts over 30 days will be added. This is an annual percentage rate of 21.6%. If needed, legal charges and collection fees will be assessed.

Sub Total	373.73
Sales Tax 6.25 %	0.00
Shipping & Handling	18.28
Total Due	392.01

(Original)

ALL PARTS INSTALLED ARE NEW UNLESS SPECIFIED OTHERWISE

## Charleston Service Center, Inc.

1718 Lincoln Charleston, IL 61920

345-2121

080017

10-15-12

NAME

CC 007

DATE

ADDRESS

TIME RECEIVED

TERMS

A.M.

P.M.

TIME PROMISED

CUSTOMER'S ORDER

A.M.

P.M.

NO.

CITY

PHONE  
WHEN  
READY ?

YEAR

TYPE OR MODEL

MOTOR NO.

SERIAL NUMBER

LICENSE NUMBER

ODOMETER

08

Chrysler

10-10

#26

30775

39460

REP. NO.

REPAIR ORDER - LABOR INSTRUCTIONS

ORDER  
WRITTEN BYLUBRICATE ☐CHANGE  
OIL ☐FLUSH  
TRANS. ☐FLUSH  
DIFF. ☐WASH ☐POLISH ☐

\$

Smys.

Replace Washer Pump  
" Left front C. Light

97.50

SPECIAL REPAIRS

RETAIN PARTS ☐DESTROY PARTS ☐

TOTAL PARTS

ESTIMATE AMOUNT

PARTS  
LABOR

ADD'L AUTH. AMT.

TIME

BY

ADD'L AUTH. AMT.

ADD'L AUTH. AMT.

ESTIMATE TOTAL

I HEREBY AUTHORIZE THE ABOVE REPAIR WORK TO BE DONE, ALONG WITH NECESSARY MATERIALS. YOU AND YOUR EMPLOYEES MAY OPERATE ABOVE VEHICLE FOR PURPOSES OF TESTING, INSPECTION OR DEMONSTRATION AT MY RISK. AN EXPRESS MECHANIC'S LIEN IS ACKNOWLEDGED ON ABOVE VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. YOU WILL NOT BE HELD RESPONSIBLE FOR LOSS OR DAMAGE TO VEHICLE OR ARTICLES LEFT IN VEHICLE IN CASE OF FIRE, THEFT, ACCIDENT OR ANY OTHER CAUSE BEYOND YOUR CONTROL.

AUTHORIZED BY

Bryan Waters

RECEIVED BY

GAL. GASOLINE @

QTS. OIL @

LBS. GREASE @

TOTAL GAS - OIL - GREASE

TOTAL LABOR

TOTAL PARTS

GAS, OIL, GREASE

SPECIAL REPAIRS

ENVIRONMENTAL  
CHARGES

STATE TAX

TOTAL AMOUNT

Unless otherwise provided by law, the seller (above named dealership) hereby expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products.



**AUTO PARTS**

400006185  
Eastern Illinois Auto Supply  
1503 18th Street  
Charleston, IL 61920  
(217) 345-7445

Time: 11:24  
Date: 11/08/2012  
Page: 1/1

Invoice Number 034382

127  
CCAR Industries  
1530 Lincoln Avenue  
Charleston, IL 61920

Employee: 8 , Ken  
Sales Rep: 0 , Salesman  
Accounting Day: 7

Part Number	Line	Description	Quantity	Price	Net	Total
784482	NW	MAXI FUSE HOLDER	1.00	15.72	11.6900	11.69
784756	NW	TUBING	1.00	13.83	7.6200	7.62
782-2158	BK	MAX-30 FUSE PAC	2.00	2.77	1.9100	3.82
13460	WLD	60/40 ROS/CRE SL 26GM	1.00	5.60	4.6700	4.67

Promised Time:  
Attention:  
Tax Exemption:  
PO#: Transportation  
Terms: DUE 10TH

# 26

*Bryan Watson*  
Customer Signature

ALL GOODS RETURNED MUST BE ACCOMPANIED BY THIS INVOICE

NO RETURNS ON SPEC. ORD.  
NO RETURNS ON ELEC. ITEM  
THANK YOU!!!

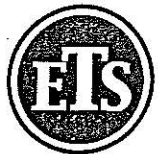
CUSTOMER COPY

Subtotal 27.80  
SALES TAX 6.7500% 0.00

Total 27.80  
Charge Sale 27.80

# Effingham Truck Sales, Inc.

P.O. Box 840  
1701 W. Fayette Avenue  
Effingham, IL 62401



## Service Department



(217)342-9761

*Your One Stop Shop!*

www.eftsl.com

Invoice: AW23874  
Date / Time: 12/10/2012 9:09:37PM  
Repair Order: 23874  
Customer: 13749  
Branch: EFG-ALIB  
Invoice Total: \$ 189.22  
\*\*\*Charge\*\*\*  
Page 1 of 2

**Bill To:** DAN HECHT CHEVROLET, INC.  
BOX 605  
EFFINGHAM, IL 62401

**Ship To:** CCAR INDUSTRIES  
ATTN: ACCOUNTS PAYABLE  
1530 LINCOLN AVE  
CHARLESTON, IL 61920

Work: (217) 348-0127

Shop: (217) 342-4111

Customer P/O: 56918      cliff      999      Orig. R/O: 0      Completion Date: 12/11/2012

Unit Number: 26

Model Year: 2008

Make/Model: Chevrolet C5500

Type: Service

VIN: 1GBE5V1908F403684

Meter: 40480 Miles

**Task: 1    Bus Align    Align Front End - School Bus**

**Department: Service**

**Complaint:** COMPLETE ALIGNMENT

**Cause:** PULLED ON RACK AND CHECKED OUT.

**Correction:** ALIGNED FRONT END. 1 CASTER SHIM OPERATION AND 1 CASTER SHIM. TEST DROVE, STILL PULLED TO RIGHT. PULLED BACK ON PIT AND INSTALLED BIGGER SHIM. TEST DROVE AGAIN, STILL PULLED RIGHT. SWITCH STEER TIRES SIDE TO SIDE. TEST DROVE, OK.

V/C	Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
	service	STEER SHIM		1.00	\$17.50	\$17.50

Customer Tax ID: 0833 1766

Sales Tax

\$0.00

\$0.00

Total Parts:	\$0.00
Total Labor:	\$162.00
Total Miscellaneous:	\$17.50
Total SHOP SUPPLIES:	\$9.72
Invoice Subtotal:	\$189.22
Total Tax:	\$0.00
Invoice Total:	\$189.22

Payment Method  
Charge

Terms  
60 Days From Invoice

Due Date  
1/9/2013

**\*\* See Last Page for Invoice Total \*\***

# Effingham Truck Sales, Inc.

P.O. Box 840  
1701 W. Fayette Avenue  
Effingham, IL 62401



## Service Department



(217)342-9761

*Your One Stop Shop!*

www.eftsl.com

Invoice: AW23874  
Date / Time: 12/10/2012 9:09:37PM  
Repair Order: 23874  
Customer: 13749  
Branch: EFG-ALIB  
Invoice Total: \$ 189.22  
\*\*\*Charge\*\*\*  
Page 2 of 2

**Bill To:** DAN HECHT CHEVROLET, INC.  
BOX 605  
EFFINGHAM, IL 62401

**Ship To:** CCAR INDUSTRIES  
ATTN: ACCOUNTS PAYABLE  
1530 LINCOLN AVE  
CHARLESTON, IL 61920

Work: (217) 348-0127

Shop: (217) 342-4111

Customer P/O: 56918

cliff

999

Orig. R/O: 0

Completion Date: 12/11/2012

### REPAIR WORK AUTHORIZATION AGREEMENT ADDITIONAL TERMS AND PROVISIONS

1. Customer agrees to pay finance charges of 18% per annum on any balance that is not paid by the thirtieth day after the billing date shown on Customer's invoice(s).

2. Customer further agrees to pay all collection costs, including all reasonable attorney fees and court costs on all accounts that are over 30 days past due.

3. **DISCLAIMER OF WARRANTIES:** ALL WARRANTIES ON ANY PRODUCTS, PARTS, OR SUPPLIES SOLD UNDER THIS AGREEMENT ARE THOSE MADE BY THE MANUFACTURER. EFFINGHAM TRUCK SALES, INC. HEREBY DISCLAIMS ALL EXPRESS WARRANTIES EXCEPT THOSE CONTAINED IN PARAGRAPH 4 OF THIS AGREEMENT, REGARDING ANY PRODUCTS, PARTS, OR SUPPLIES SOLD OR SERVICESE RENDERED UNDER THIS AGREEMENT. EFFINGHAM TRUCK SALES, INC. FURTHER HEREBY DISCLAIMS ANY IMPLIED WARRANTY, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY AND ANY IMPLIED WARRANTY OF FITNESS FOR ANY PURPOSE, AND CUSTOMER HEREBY AGREES THAT THE ANY PRODUCTS, PARTS, OR SUPPLIES ARE SOLD "AS IS" AND "WITH ALL FAULTS". BUYER UNDERSTANDS AND AGREES THAT ALL WARRANTIES IMPLIED BY THE PROVISION OF THE ILLINOIS UNIFORM COMMERCIAL CODE ARE EXCLUDED FROM THIS SALE. BUYER ACKNOWLEDGES THAT BUYER IS MAKING THIS PURCHASE AFTER, AND IN COMPLETE RELIANCE UPON BUYER'S FULL AND ENTIRE INSPECTION OF THE GOODS TO BE SOLD UNDER THIS AGREEMENT AND NOT BY REASON OF ANY REPRESENTATION MADE BY OR ON BEHALF OF SELLER AS TO THE MERCHANTABILITY, SPECIFIC ATTRIBUTES, OR OTHERWISE OF SUCH GOODS, EXCEPT THOSE REPRESENTATIONS MADE IN SECTION 2 OF THIS INSTRUMENT.

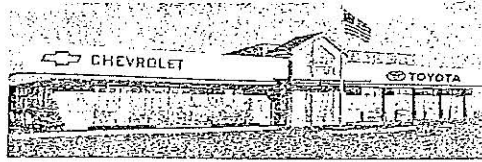
4. **LIMITED WARRANTY ON REPAIRS:** Covers any labor performed under this Agreement for a period of 30 days or 4,000 miles, whichever shall first occur. The Warranty begins on the first date that any services were performed under this Agreement. Warranted repairs must be performed by Effingham Truck Sales, Inc. at its place of business. This warranty does not cover repair and services required because of misuse, negligence, accident, or lack of reasonable and proper maintenance. Furthermore, this limited warranty does not cover any damages for loss of use, loss of time, inconvenience, or other economic loss.

CUSTOMER

# Dan Hecht

Chevrolet • Toyota

www.danhecht.com



SOUTH RT. 45 • P.O. BOX 605 • EFFINGHAM, IL 62401-0605 • (217) 342-4111

CELL: 217-345-7058

CUSTOMER NO. 6048	ADVISOR AARON	168 TAG NO.	INVOICE DATE 12/11/12	INVOICE NO. CTCS367953
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920	LABOR RATE	LICENSE # 30775CV	COLOUR WHITE/	STOCK NO.
	YEAR / MAKE / MODEL 08 / CHEVROLET TRUCK / BUS			DELIVERY DATE
	VEHICLE ID NO. 1GBE5V1908F403684			DELIVERY MILES
	F.T.E. NO. E9990-9561-03			SELLING DEALER NO.
RESIDENCE PHONE	BUSINESS PHONE 217-348-0127 x416	COMMENTS	R.O. DATE 12/06/12	PRODUCTION DATE

### TOTALS

\*\*\*\*\*  
\* CASH [ ] CHECK [ ] M/CARD [ ] \*  
\* AMEX [ ] OTHER [ ] CHARGE [ ] \*  
\*\*\*\*\*

THANK YOU FOR YOUR BUSINESS!

PARTS DESIGNATED WITH AN ASTERISK <\*> INDICATES  
"G.M. LIFETIME SERVICE GUARANTEE"  
APPLIES TO CUSTOMER PAY INVOICE ONLY

DAN HECHT CHEV-TOYOTA IS YOUR TIRE STORE. WE CARRY GOODYEAR,  
FIRESTONE, BRIDGESTONE, DUNLOP, UNIROYAL AND MORE. SEE US  
FOR ALL OF YOUR AUTOMOTIVE NEEDS.

*Bingo Waters*  
CUSTOMER SIGNATURE

TOTAL LABOR.... 330.00  
TOTAL PARTS.... 325.11  
TOTAL SUBLET... 189.22  
TOTAL G.O.G.... 0.00  
TOTAL MISC CHG. 10.00  
TOTAL MISC DISC 0.00  
TOTAL TAX..... 21.79

**TOTAL INVOICE \$ 876.12**



### DISCLAIMER OF WARRANTIES

The sellers, Dan Hecht Chevrolet - Toyota, hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Dan Hecht Chevrolet - Toyota, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle or product.

### TERMS: ALL REPAIRS ARE STRICTLY CASH UNLESS SPECIFIED OTHERWISE PRIOR TO WORK BEING DONE.

I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

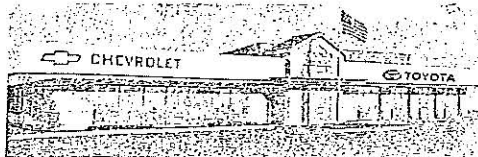
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# Dan Hecht

Chevrolet • Toyota

www.danhecht.com



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CELL: 217-345-7058

CUSTOMER NO. 6048	ARRIVED	168	TAG NO.	INVOICE DATE 12/11/12	INVOICE NO. CTCS367953
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920	LABOR RATE	30775 CV	MILEAGE 40,473	COLOR WHITE/	STOCK NO.
	VEHICLE MAKE/MODEL	08/CHEVROLET TRUCK/BUS		DELIVERY DATE	DELIVERY MILES
	VEHICLE ID NO	1G8BE5V1908F403684		SELLING DEALER NO.	PRODUCTION DATE
	R.T.E. NO. E9990-9561-03	P.O. NO.		R.O. DATE 12/06/12	
RESIDENCE PHONE	BUSINESS PHONE 217-348-0127 x416	COMMENTS			

JOB # 5 TOTAL PARTS 0.00  
JOB # 5 TOTAL LABOR & PARTS 37.50

J# 6 05CVZ BRAKE SYSTEM UNITS: 2.00 TECH(S): 24 150.00  
INSPECT ALL BRAKES  
CHECKED BRAKES - NEEDS REAR PADS - BELOW SPECS.  
REPLACED REAR BRAKE PADS

PARTS	QTY	FP	NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE
JOB # 6	1		89026795	PAD KIT 5.017	223.34	223.34
					JOB # 6 TOTAL PARTS	223.34
					JOB # 6 TOTAL LABOR & PARTS	373.34

J# 7 19CVZ STEERING UNITS: 1.55 TECH(S): 55 0.00  
DRIVER STATES THAT PULLS RIGHT WHEN LET GO OF STEERING WHEEL  
IF NEEDS ALIGNED, SEND TO EFF TRUCK SALES  
TOOK TO EFFINGHAM TRUCK SALES ALIGN

PARTS	QTY	FP	NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE
					JOB # 7 TOTAL PARTS	0.00
					JOB # 7 TOTAL LABOR & PARTS	0.00

SUBLET PO# VEND INV# INV. DATE DESCRIPTION  
JOB # 7 56918 AW23874 12/11/12 ALIGNMENT

MISC	CODE	DESCRIPTION	CONTROL NO.
JOB # A	EC	SHOP SUPPLIES	
			TOTAL - MISC

COMMENTS  
CALL BRYAN WATSON @ 232-8423

TECHNICIAN CERTIFICATION  
157 JOHN W. PROFFITT JR 99999



#### DISCLAIMER OF WARRANTIES

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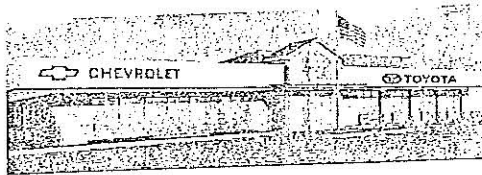
I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

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# Dan Hecht

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CELL: 217-345-7058

#26

ORDER NO. 6048	ADVISOR AARON	168 TAG NO.	INVOICE DATE 12/11/12	INVOICE NO. CTC5367953
CAR INDUSTRIES	LABOR RATE	30773CV	MILEAGE 40,473	WHITE/
25 18TH STREET	VEHICLE MAKE/MODEL	08/CHEVROLET TRUCK/BUS		
DB560	VEHICLE ID NO	1G8BE5V1908F403684		
HARLESTON, IL 61920	F.T.E. NO	E9990-9561-03	P.O. NO.	R.O. DATE 12/06/12

IDENTITY PHONE	BUSINESS PHONE 217-348-0127 x416	COMMENTS
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FOR 8 PARTS  
#1 15CVZ7003 LUBE OIL & FILTER UNITS: 0.50 TECH(S): 157 30.00  
LUBE, CHANGE OIL AND FILTER  
RE-SET MAINTENANCE REMINDER SYSTEM (IF EQUIPPED)  
HAS OWN OIL FILTER IN CUPHOLDER  
FLUIDS CHECKED, ADDED TO W/S SOLVENT  
AIR FILTER CHECKED, OK  
TIRE PRESSURE CHECKED AND ADJUSTED AS NEEDED  
ANTIFREEZE CHECKED -35 DEGREES OK.

ARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
OB # 1	13	88862497	OIL 8.800	3.33	3.33	43.29
JOB # 1 TOTAL PARTS						43.29
JOB # 1 TOTAL LABOR & PARTS						73.29

#2 22CVZ714 COMP INSP UNITS: 0.00 TECH(S): 157 0.00  
COMPLIMENTARY INSPECTION  
PERFORMED VISUAL INSPECTION

ARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 2 TOTAL PARTS						0.00
JOB # 2 TOTAL LABOR & PARTS						0.00

#3 14CVZ706 FUEL FILTER UNITS: 1.20 TECH(S): 24 90.00  
REPLACE FUEL FILTER  
REPLACED FUEL FILTER

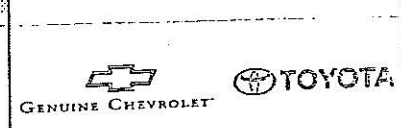
ARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
OB # 3	1	12646512	FILTER KI 3.890	58.48	58.48	58.48
JOB # 3 TOTAL PARTS						58.48
JOB # 3 TOTAL LABOR & PARTS						148.48

#4 05CVZ713 BRAKE CABLES UNITS: 0.30 TECH(S): 24 22.50  
INSPECT PARKING BRAKE, WHEN RELEASE BRAKE, HANDLE DOESNT  
RETURN PROPERLY-ADVISE  
CHECKED PARKING BRAKE OPERATION & ADJUSTMENTS  
ALL WORKING OK AT THIS TIME

ARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 4 TOTAL PARTS						0.00
JOB # 4 TOTAL LABOR & PARTS						22.50

#5 08CVZ ELECTRICAL UNITS: 0.50 TECH(S): 24 37.50  
EMERGENCY WINDOW BUZZER NOT WORKING, CAN HEAR RELAY CLICK  
CHECKED OUT AS BEST AS POSSIBLE - CHECKED RELAYS, CHECKED  
FUSES, TRIED TO GO INTO  
UNABLE TO REPAIR - NEEDS TO GO TO BUS COMPANY FOR FURTHER  
REPAIR - ADVISED

ARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
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# BATTERY SPECIALIST, INC.

1519 Madison Avenue  
CHARLESTON, IL 61920-1677  
(217) 345-8656

CUSTOMER'S ORDER NO.		PHONE		DATE	
NAME CCAR					
ADDRESS Oconomowoc					
SOLD BY	CASH	C.O.D.	CHARGE	ON ACCT.	MDSE. RET'D.
			V		
QTY.	DESCRIPTION		PRICE	AMOUNT	
2	UE 31 S (2 batteries)		89.45	178.90	
<p>Chad</p> <p>TW</p> <p>#26</p>					
Warranty Based On Current List Price.				TAX	Exempt
RECEIVED BY Bryan Water				TOTAL	178.90

C PRODUCT 610

208000

All claims and returned goods must be accompanied by this bill.

Thank You



# Myerscough Automotive

920 18th St.  
Charleston, IL 61920

Phone # (217)345-5373  
Fax # (217)345-5374

myersauto1@gmail.com

Invoice

Date	Invoice #
4/2/2013	1848

## Bill To

CCAR Industries  
1530 Lincoln Ave  
Charleston IL 61920

Make	Vin #	P.O.	Ship Date	Model	License Plate	Odometer
	Chevy	5500	4/1/2013			

Quantity	Item Code	Description	Price Each	Amount
1	Misc	Block Heater 12643197	46.58	46.58
6	Misc	6 Gallons Anti Freeze	12.99	77.94
1.5	Labor	Labor	70.00	105.00
	material	material	6.00	6.00
#26				
Buyer Walter			Total	\$235.52

copy



Midwest Transit Equipment, Inc.

P.O. Box 582  
146 West Issert Drive  
Kankakee, IL 60901

Phone # (815) 933-2412 Fax # (815) 933-3966

Bill To: (CCAR01)

CCAR INDUSTRIES  
1530 LINCOLN AVE.

CHARLESTON, IL 61920

Invoice 447062

Service

Work Order # 118708

Invoice Date	Customer P.O. #	Year	Chassis	Body	Serial Number	Fleet #
10/7/2013		2008			1GBE5V1908F403684	26

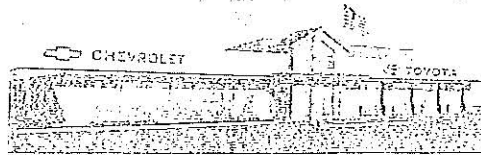
Quantity	Item	Description	Price	Extension
1.00		SHOP SUPLIES	5.70	5.70
1.00		LABOR: Adjusted & lubed lift as needed	95.00	95.00

Service Charge: 1.8% per month on accounts over 30 days will be added. This is an annual percentage rate of 21.6%. If needed, legal charges and collection fees will be assessed

Sub Total	100.70
Sales Tax 6.25%	
Total Due	100.70

*Bryan Watson*

(Original)



SOUTH RT. 45 • P.O. BOX 605 • EFFINGHAM, IL 62401-0605 • (217) 342-4111

CELL: 217-345-7058

CUSTOMER NO. <b>6048</b>		NAME <b>DAVE</b>		TAG NO. <b>40</b>		INVOICE DATE <b>10/21/13</b>		INVOICE NO. <b>CFES385248</b>	
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920		LABOR RATE		LICENSE <b>30775CV</b>		MILEAGE <b>44,863</b>		WHITE/	
		VEHICLE MAKE/MODEL		<b>08/CHEVROLET TRUCK/BUS</b>		DELIVERY DATE		DELIVERY MILES	
		VEHICLE ID NO		<b>1GBE5V1908F403684</b>		SELLING DEALER NO.		PRODUCTION DATE	
		F.T.E. NO		<b>E9990-9561-06</b>		P.O. NO.		R.O. DATE <b>10/10/13</b>	
								REPRINT# <b>1</b>	
RESIDENCE PHONE		BUSINESS PHONE <b>217-348-0127 x416</b>		COMMENTS					

LABOR & PARTS  
# 1 07CVZ HEATING/COOLING SYS. UNITS: 20.00 TECH(S): 61 1500.00

CHECK FOR ANTIFREEZE LEAK - DRIVER THINKS IT MAY BE NEAR  
RIGHT REAR ENGINE AREA - ADVISE  
INSPECTED, FOUND FLYWHEEL HOUSING O-RINGS LEAKING  
REMOVED TRANSMISSION, REMOVED FLYWHEEL HOUSING, REPLACED  
O-RINGS, REINSTALLED TRANSMISSION



PARTS	QTY	FP	NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 1	1		97209342	SEAL 0.137 Y	50.52	50.52	50.52
JOB # 1	1		97192666	GASKET 1.540 Y	24.00	24.00	24.00
JOB # 1	1		97192667	GASKET 1.550 Y	5.38	5.38	5.38
JOB # 1	8		97226126	BOLT 0.669	2.77	2.77	22.16
JOB # 1	1		94036238	SEAL 1.516 Y	4.19	4.19	4.19
JOB # 1	1		94056175	SEAL 0.638 DIEP	6.20	6.20	6.20
JOB # 1	1		97240623	GASKET 1.745 Y	3.35	3.35	3.35
JOB # 1	1		97208191	GASKET 3.358 N	2.85	2.85	2.85
JOB # 1	2		88864346	SEALANT 8.800 N	15.33	15.33	30.66
JOB # 1	1		15126137	GASKET 3.611 N	13.86	13.86	13.86
JOB # 1	1		94036238	SEAL 1.516 Y	4.19	4.19	4.19
JOB # 1	1		12346290	COOLANT 8.800 N	20.09	20.09	20.09
JOB # 1	1		88862155	GM 6 GAL 8.800	21.04	21.04	21.04
JOB # 1	1		15126137	GASKET 3.611 N	13.86	13.86	13.86
JOB # 1 TOTAL PARTS							222.35
JOB # 1 TOTAL LABOR & PARTS							1722.35

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# 2 19CVZ STEERING UNITS: 0.30 TECH(S): 61 22.50  
STEERING GROWLS WHEN TURNING WHEN FIRST STARTED IN MORNING -  
ADVISE  
INSPECTED-ALL OK  
CHECKED FOR SERVICE BULLETINS-NONE

PARTS	QTY	FP	NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 2 TOTAL PARTS							0.00
JOB # 2 TOTAL LABOR & PARTS							22.50

# 3 21CVZ7107 SHIFTER UNITS: 1.50 TECH(S): 61 112.50  
SHIFTER FEELS HARD TO MOVE  
INSPECTED, CABLE STIFF  
REPLACED SHIFTER CABLE

PARTS	QTY	FP	NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	PRICE
JOB # 3	1		15783334	CABLE 4.047 Y	156.00	156.00	156.00
JOB # 3	2		12355066	STRAP 8.965 Y	0.40	0.40	0.80
JOB # 3 TOTAL PARTS							156.80
JOB # 3 TOTAL LABOR & PARTS							269.30

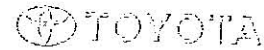
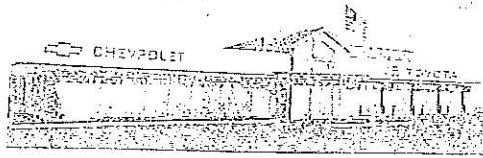
# 4 21CVZ TRANSMISSION UNITS: 0.30 TECH(S): 61 22.50  
TRANSMISSION FEELS LIKE IT DELAYS WHEN TAKING OFF FROM STOP  
TEST DROVE, ALL OK  
REPLACED SPIN-ON TRANSMISSION FILTER



# *in Hecht*

Chevrolet • Toyota

www.danhecht.com



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CELL: 217-345-7058

CUSTOMER NO. <b>6048</b>		NAME <b>DAVE</b>		TAG NO. <b>40</b>		INVOICE DATE <b>10/21/13</b>		INVOICE NO. <b>CTCS385248</b>	
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920		LABOR RATE		MILEAGE <b>44,863</b>		WHITE/		STOCK NO.	
		VEHICLE ID NO. <b>1G8BE5V1908F403684</b>		DELIVERY DATE		DELIVERY MILES			
		F.T.E. NO. <b>E9990-9561-06</b>		R.O. NO.		R.O. DATE <b>10/10/13</b>		REPRINT# <b>1</b>	
		COMMENTS							
RESIDENCE PHONE		BUSINESS PHONE <b>217-348-0127</b>		X416					

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	
JOB # 4	1	29539579	FILTER 4.197 Y	49.61	49.61	49.61
JOB # 4	1	12345996B	12345996 GM ATF QT	4.50	4.50	4.50
JOB # 4 TOTAL PARTS						54.11

JOB # 4 TOTAL LABOR & PARTS 76.61

# 5 15CVZ7003 LUBE OIL & FILTER UNITS: 0.50 TECH(S): 86 26.50

LUBE, CHANGE OIL AND FILTER  
RE-SET MAINTENANCE REMINDER SYSTEM (IF EQUIPPED)  
- CHECK ALL DRIVELINE FLUIDS - LUBE CHASSIS - HAS OWN FILTER  
FLUIDS CHECKED, ADDED TO W/S SOLVENT  
AIR FILTER CHECKED, OK.  
TIRE PRESSURE CHECKED AND ADJUSTED AS NEEDED  
ANTIFREEZE CHECKED -35 DEGREES OK.

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	
JOB # 5	14	88862497	OIL 8.800	3.33	3.33	46.62
JOB # 5 TOTAL PARTS						46.62

JOB # 5 TOTAL LABOR & PARTS 73.12

# 6 05CVZ709 BRAKE INSPECTION UNITS: 0.50 TECH(S): 61 21.00

BRAKE INSPECTION  
INSPECTED, CHECKED BRAKES-ALL OK

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	
JOB # 6 TOTAL PARTS						0.00

JOB # 6 TOTAL LABOR & PARTS 21.00

# 7 10CVZ702 AIR FILTER UNITS: 0.30 TECH(S): 61 22.50

INSPECT AIR FILTER AND REPLACE IF NEEDED  
REPLACED AIR FILTER

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	
B # 7	1	AF2441	FILTER 6071	97.42	97.42	97.42
JOB # 7 TOTAL PARTS						97.42

JOB # 7 TOTAL LABOR & PARTS 119.92

# 8 28CVZ UNAPPLIED LABOUR UNITS: 1.00 TECH(S): 61 75.00

ALL 4 BOLTS BROKEN OFF OF EXHAUST FLANGE BEHIND EXHAUST  
FILTER  
REMOVED BROKEN STUDS, REPLACED BOLTS AND GASKET

PARTS	QTY	FP-NUMBER	DESCRIPTION	LIST PRICE	UNIT PRICE	
# 8	10	242-BOLT		1.46	1.46	14.60
# 8	10	242-NUT		0.98	0.98	9.80
JOB # 8 TOTAL PARTS						24.40

JOB # 8 TOTAL LABOR & PARTS 99.40

G. & SUPPLIES						
# 1	FREIGHT (PARTS)					10.34



## DISCLAIMER OF WARRANTIES

The sellers, Dan Hecht Chevrolet - Toyota, hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Dan Hecht Chevrolet - Toyota, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle or product.

TERMS: ALL REPAIRS ARE STRICTLY CASH UNLESS SPECIFIED OTHERWISE PRIOR TO WORK BEING DONE.

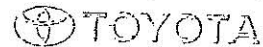
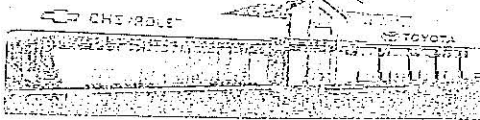
I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

This business is required to be licensed by the Secretary of State, pursuant to Illinois Revised Statutes, Chapter 96 1/2 Sec. 5-301. Any complaints as to the quality of service obtained here may be brought to the attention of the Attorney General.

Dan Hecht

Chevrolet • Toyota

www.danhecht.com



SOUTH RT. 45 • P.O. BOX 605 • EFFINGHAM, IL 62401-0605 • (217) 342-4111

CELL: 217-345-7051

CUSTOMER NO. 6048	NAME DAVE	40 TAG NO.	INVOICE 10/21/13	PCES385248
CCAR INDUSTRIES 825 18TH STREET POB560 CHARLESTON, IL 61920	LABOR RATE	LIC 50775CV	44,863 MILEAGE	WHITE/
	08/CHEVROLET TRUCK/BUS			STOCK NO.
	VEHICLE NO. 1GBE5V1908F403684			DELIVERY DATE
	F.T.E. NO. E9990-9561-06			DELIVERY MILES
	P.O. NO.			SELLING DEALER NO.
	R.O. DATE 10/10/13			PRODUCTION DATE
RESIDENCE PHONE	BUSINESS PHONE 217-348-0127 x416			REPRINT# 1
COMMENTS				

MISC-----CODE-----DESCRIPTION-----CONTROL NO-----	TOTAL - GOG	10.34
JOB # A EC SHOP SUPPLIES		
	TOTAL - MISC	25.00

COMMENTS-----  
CWD - 348-0128 X611

TOTALS-----

\*\*\*\*\*  
\* CASH [ ] CHECK [ ] M/CARD [ ] \*  
\* AMEX [ ] OTHER [ ] CHARGE [ ] \*  
\*\*\*\*\*

THANK YOU FOR YOUR BUSINESS!

PARTS DESIGNATED WITH AN ASTERISK (\*) INDICATES  
"G.M. LIFETIME SERVICE GUARANTEE"  
APPLIES TO CUSTOMER PAY INVOICE ONLY

TOTAL LABOR....	1802.50
TOTAL PARTS....	601.70
TOTAL SUBLET...	0.00
TOTAL G.O.G....	10.34
TOTAL MISC CHG.	25.00
TOTAL MISC DISC	0.00
TOTAL TAX.....	0.00

TOTAL INVOICE \$ 2439.54



DISCLAIMER OF WARRANTIES

The sellers, Dan Hecht Chevrolet • Toyota, hereby expressly disclaims all warranties either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and Dan Hecht Chevrolet • Toyota, neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of this vehicle or product.

TERMS: ALL REPAIRS ARE STRICTLY CASH UNLESS SPECIFIED OTHERWISE PRIOR TO WORK BEING DONE.

I hereby authorize all such repair work, including installation of necessary parts, materials and equipment as may be reasonably necessary to alleviate the complaint set forth herein. I hereby agree that I shall pay your customary price for such labor, parts, materials and equipment. All sums due you shall be paid immediately upon completion of the necessary repairs; any unpaid balance shall bear interest at the rate of 1 1/2% per month (which is an annual percentage rate of 18%) computed from the date of such repairs. In the event I fail to pay any such amount due you I agree that your costs of collection, including court costs and reasonable attorneys' fees, shall be recoverable from me. I hereby agree that you are not responsible for loss or damage to vehicle or articles left in vehicle in case of fire, theft or any other cause beyond your control or for any delays caused by unavailability of parts or delays in parts shipments by the supplier or transporter. I hereby grant you and or your employees permission to operate the vehicle herein described on streets, highways or elsewhere for purpose of testing and or inspection. An express mechanic's lien is hereby acknowledged on vehicle to secure the amount of repairs.

This business is required to be licensed by the Secretary of State, pursuant to Illinois Revised Statutes, Chapter 96 1/2 Sec. 5-301. Any complaints as to the quality of service obtained here may be brought to the attention of the Attorney General.

DAN HECHT CHEV-TOYOTA IS YOUR TIRE STORE. WE CARRY GOODYEAR, FIRESTONE, BRIDGESTONE, DUNLOP, UNIROYAL AND MORE. SEE US FOR ALL OF YOUR AUTOMOTIVE NEEDS.

CUSTOMER SIGNATURE







NEAL TIRE CHARLESTON  
417 MADISON

CHARLESTON, IL 61920

217/345-6975

INVOICE #: 10426085

PAGE: 1

TIME STARTED: 16:07:44

TIME CLOSED: 10:12:52

WORKSTATION: G589104003

CUSTOMER: C C A R INDUSTRIES  
1530 LINCOLN AV

10040

CHARLESTON, IL

61920

WORK: 217/345-7058 0

HOME: 217/348-0127 0

SALESMAN: MELVIN SCHWENKE

INVOICE DATE: 02/13/14

Sig file name

LICENSE: NO-VEHICLE IL

DUE: 03/10/14

SG10426085\_7544.tif

PRODUCT	LCT	DESCRIPTION	QUANTITY	PRICE	EXTENSION
LEFT FRONT					
SUM5530085	0	245/70R19.5/14 ST718 METRO	1	258.55	258.55
EPA	0	TIRE USER FEE	1	2.50	2.50
LAB040102	0	MOUNT/DISMOUNT LT TIRE	1	15.00	15.00
MECH#: 10411					
SCRAP	0	SCRAP TIRE FEE	1	5.00	5.00
BALANCEPOWDER	0	TRUCK BALANCE POWDER	1	15.00	15.00
LIC# 30775CV					
BUS 26					
MILIGE 46256					
SHOP	0	SHOP SUPPLIES		1.05	1.05
				MERCHANDISE:	273.55
				LABOR:	15.00
				OTHER:	8.55
				INVOICE TOTAL:	297.10
				ON ACCOUNT A/R	297.10
TENDERED BY 10408					

*Bryan Watson*

Customer Signature:

110426085  
297.10

## Post-Trip and Pre-Trip

### Post Trip

- ☒ Lights, Horn, Wipers (dash, 4-way, turn signals, headlights, brake and back lights)
- ☒ Gauges (all within normal range and operating)
- ☒ Interior: Lights and/or any damage
- ☒ Exterior: (walk around) Damage or leaks under vehicles
- ☒ Lights exterior
- ☒ Tires: Visual for pressure, wear or damage
- ☒ Satisfactory/Unsatisfactory (Circle one)
- ☒ Adjust seatbelts and look for items left (after routes)
- ☒ Make sure radio, air, heater, and lights are turned off

Comments:

*rear heat not working very well*

Signature: *[Signature]*

### Pre-Trip

Date: *12-20-2013*

Bus#: *36*

Mileage: *45640*

- ☒ Unlock all doors (Mandatory to unlock rear emergency and lift doors)
- ☒ Visual exterior for leaks or damage
- ☒ Safety Inspection Stickers (circle if due) *Same*
- ☒ Under hood fluid levels, belts and hoses
- ☒ Lights - interiors and dash, wiper/washers
- ☒ Seats/belts/tie downs (look for damage)
- ☒ Lights exterior (clearance, headlights, flashers, brake, turn signal and back-up)
- ☒ Lift operation: cycle once (check for leaks or damage)
- ☒ First-Aid Kits (fully stocked)
- ☒ Written Procedures and Emergency papers
- ☒ Check doors, windows, and vehicles body for damage
- ☒ Emergency windows, exits, and doors (check for buzzer working 1x week)
- ☒ Fire Extinguisher (sign tag and check 1x month)

Comments:

Signature: *[Signature]*

Date repairs completed:

*Vehicle not checked from Austin crew*

MyDoc\Pre-tripPost-trip doc 10/12

*10/30/13 BW*

Reviewed by:

*Bryan*

## Post-Trip and Pre-Trip

### Post Trip

- ☒ Lights, Horn, Wipers (dash, 4-way, turn signals, headlights, brake and back lights)
- ☒ Gauges (all within normal range and operating)
- ☒ Interior: Lights and/or any damage
- ☒ Exterior: (walk around) Damage or leaks under vehicles
- ☒ Lights exterior
- ☒ Tires: Visual for pressure, wear or damage
- ☒ Satisfactory/Unsatisfactory (Circle one)
- ☒ Adjust seatbelts and look for items left (after routes)
- ☒ Make sure radio, air, heater, and lights are turned off

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_

### Pre-Trip

Date: 11/18/13

Bus#: 210

Mileage: 45242

- ☒ Unlock all doors (Mandatory to unlock rear emergency and lift doors)
- ☒ Visual exterior for leaks or damage
- ☒ Safety Inspection Stickers (circle if due)
- ☒ Under hood fluid levels, belts and hoses
- ☒ Lights - interiors and dash, wiper/washers
- ☒ Seats/belts/tie downs (look for damage)
- ☒ Lights exterior (clearance, headlights, flashers, brake, turn signal and back-up)
- ☒ Lift operation: cycle once (check for leaks or damage)
- ☒ First-Aid Kits (fully stocked)
- ☒ Written Procedures and Emergency papers
- ☒ Check doors, windows, and vehicles body for damage
- ☒ Emergency windows and door (check for buzzer working 1x week)
- ☒ Fire Extinguisher (sign tag and check 1x month)

Comments: lift cannot be off set on the w. C. screw fell out

Need new door sign  
back  
hard behind door not  
working

Signature: \_\_\_\_\_

Date repairs completed:

Replace screw replaced on  
MyDoc\Pre-tripPost-trip doc

11/18/13 BW.

Reviewed by: Bryan

## Post-Trip and Pre-Trip

### Post Trip

- ☐ Lights, Horn, Wipers (dash, 4-way, turn signals, headlights, brake and back lights)
- ☐ Gauges (all within normal range and operating)
- ☐ Interior: Lights and/or any damage
- ☐ Exterior: (walk around) Damage or leaks under vehicles
- ☐ Lights exterior
- ☐ Tires: Visual for pressure, wear or damage
- ☐ Satisfactory/Unsatisfactory (Circle one)
- ☐ Adjust seatbelts and look for items left (after routes)
- ☐ Make sure radio, air, heater, and lights are turned off

Comments: \_\_\_\_\_

Signature: \_\_\_\_\_

### Pre-Trip

Date: 10/10/13

Bus#: 26

Mileage: 44819

- ☒ Unlock all doors (Mandatory to unlock rear emergency and lift doors)
- ☒ Visual exterior for leaks or damage
- ☒ Safety Inspection Stickers (circle if due)
- ☒ Under hood fluid levels, belts and hoses
- ☒ Lights – interiors and dash, wiper/washers
- ☒ Seats/belts/tie downs (look for damage)
- ☒ Lights exterior (clearance, headlights, flashers, brake, turn signal and back-up)
- ☒ Lift operation: cycle once (check for leaks or damage)
- ☒ First-Aid Kits (fully stocked)
- ☒ Written Procedures and Emergency papers
- ☒ Check doors, windows, and vehicles body for damage
- ☒ Emergency windows, exits, and doors (check for buzzer working 1x week)
- ☒ Fire Extinguisher (sign tag and check 1x month)

Comments: Antifreeze Leaks

Taking to Effingham for Repair 10/10/13

Signature: [Signature]

Date repairs completed: \_\_\_\_\_

Reviewed by: \_\_\_\_\_

# STATE OF ILLINOIS

## CERTIFICATE OF TITLE OF A VEHICLE

VEHICLE IDENTIFICATION NO.  
1GBE5V1908F403684

YEAR  
2008

MAKE  
CHEVROLET  
ELDORADO

MODEL  
C5500 C5V042

BODY STYLE  
BUS

498 CVP  
TITLE NO. #26  
X8253789016

DATE ISSUED  
09/09/08

ODOMETER

CCM

PURCHASED  
NEW

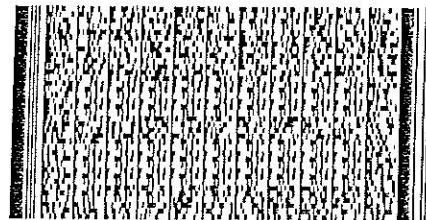
PURCHASE DATE  
07/17/08

MOBILE HOME SQ. FT.

TYPE OF TITLE  
ORIGINAL

MAILING ADDRESS

ILLINOIS DEPARTMENT OF TRANS- DPIT  
300 W ADAMS ST  
CHICAGO IL 60606-5101



LEGEND(S)

OWNER(S) NAME AND ADDRESS  
CCAR INDUSTRIES  
1530 LINCOLN AVE  
CHARLESTON IL 61920

MILEAGE NOT REQUIRED

FIRST LIENHOLDER NAME AND ADDRESS  
ILLINOIS DEPARTMENT OF TRANS- DPIT  
300 W ADAMS ST  
CHICAGO IL 60606-5101

SECOND LIENHOLDER NAME AND ADDRESS

### RELEASE OF LIEN

The Lienholder on the vehicle described in this Certificate does hereby state that the lien is released and discharged.

Firm Name

By

Signature of Authorized Agent

Date

Firm Name

By

Signature of Authorized Agent

Date

NEW LIEN ASSIGNMENT: The information below must be on an application for title and presented to the Secretary of State.

Secured Party

Address

Federal and State law requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.

### ASSIGNMENT OF TITLE

The undersigned hereby certifies that the vehicle described in this title has been transferred to the following printed name and address:

I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

- ☐ 1. The mileage stated is in excess of its mechanical limits.  
☐ 2. The odometer reading is not the actual mileage.

WARNING-ODOMETER DISCREPANCY.

"If this vehicle is one of more than 5 commercial vehicles owned by me, I certify also that the vehicle is not damaged in excess of 33 1/3% of its fair-market value unless this document is accompanied by a salvage application."

Signature(s) of Seller(s)

Printed Name(s) of Seller(s)

I am aware of the above odometer certification made by seller.

Signature(s) of Buyer(s)

Printed Name

DATE OF SALE

I, Jesse White, Secretary of State of the State of Illinois, do hereby certify that according to the records on file with my Office, the person or entity named hereon is the owner of the vehicle described hereon, which is subject to the above named liens and encumbrances, if any.  
IN WITNESS WHEREOF I HAVE AFFIXED MY SIGNATURE AND  
THE GREAT SEAL OF THE STATE OF ILLINOIS, AT SPRINGFIELD.

CONTROL NO.

G7000561

Jesse White  
JESSE WHITE, Secretary of State

DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR MUTILATIONS

# RICON "PEACE OF MIND" 5 YEAR LIMITED WARRANTY

## Ricon Wheelchair Lifts

Ricon Corporation (Ricon) warrants to the original purchaser of this Ricon wheelchair lift that Ricon will repair or replace at its option any parts that fail by reason of defective material or workmanship as follows:

Repair or replace any parts for a period of one (1) year from date of lift purchase. (Note: See below for explanation of when labor is covered under this warranty.)

Repair or replace power train parts for a period of five (5) years from date of purchase. A complete list of parts covered under the power train warranty can be obtained from your authorized Ricon dealer or Ricon. (Note: See below for explanation of when labor is covered under this warranty.)

Labor costs for specified parts replaced under this warranty for a period of one (1) year from date of lift purchase. A Ricon rate schedule determines the parts covered and labor allowed.

## This Warranty does not Cover:

Damage to lift parts caused by accident, misuse, abuse or lack of proper maintenance or failure to follow lift operating instructions. Note: Inspection of the lift by an authorized Ricon dealer at least once every six months or sooner, if necessary, is highly recommended. Any required maintenance or repairs should be performed at that time.

## This Warranty is Void if:

Lift has been installed or maintained by someone other than an authorized Ricon dealer.

Lift has been modified or altered in any respect from its original design without written authorization by Ricon.

Note: This lift has been designed and manufactured to our exact specifications. Modification of this lift in any respect can be HAZARDOUS. Ricon disclaims liability for any personal injury or property damage that results from operation of a lift that has been modified from the original Ricon design. No person or company is authorized to change the design of this lift without written authorization by Ricon.

Ricon's obligation under this warranty is exclusively limited to the repair or exchange of parts that fail within the applicable warranty period, and Ricon assumes no responsibility for any other expenses or damages, including incidental or consequential damages. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply to you.

THE ATTACHED WARRANTY REGISTRATION CARD MUST BE COMPLETED AND RETURNED TO RICON WITHIN TWENTY (20) DAYS AFTER INSTALLATION OF THE WHEELCHAIR LIFT TO BE VALID.

## THIS WARRANTY IS NOT TRANSFERABLE.

This warranty gives you specific legal rights, and you may also have rights that vary from state to state.

**RICON CORPORATION**  
7900 Nelson Road  
Panorama City, Ca 91402  
U.S.A.  
Tel: 818-267-3000  
800-322-2884  
Fax: 818-267-3001

**RICON CANADA, INC.**  
4870 Courval Street  
Villa St.-Laurent, QC  
Canada H4T 1L1  
Tel: 514-342-5000  
800-668-8705  
Fax: 514-342-2600

**RICON UK LIMITED**  
Littlemoss Business Park  
Littlemoss Road  
Droylsden, Manchester  
United Kingdom M43 7EF  
Tel: +47-161-301-6000  
Fax: +44-161-301-6050

**RICON SCANDINAVIA**  
Stanseveien 27  
N-0976 Oslo  
Norway  
Tel: +47-22-16-70-90  
Fax: +47-22-16-60-90



## RICON 5-YEAR LIMITED WARRANTY

Ricon Corporation (Ricon) warrants to the original purchaser of this product that Ricon will repair or replace, at its option, any part that fails due to defective material or workmanship as follows:

- Repair or replace lift power train parts for a period of five (5) years from date of purchase. A complete list of parts covered can be obtained from your authorized Ricon dealer or Ricon.
- Repair or replace parts for a period of one (1) year from date of purchase.
- Labor costs for specified parts replaced under this warranty for a period of one (1) year from date of purchase. A Ricon rate schedule determines the parts covered and labor allowed.

**If You Need to Return a Product:** Return this Ricon product to your installing dealer. Please give as much advance notice as possible and allow a reasonable amount of time for repairs.

**If You are Traveling:** All authorized Ricon dealers will honor this warranty. Consult the telephone directory or call our Service Department for the name of the nearest authorized Ricon dealer.

***This Warranty does not Cover:***

- Malfunction or damage to product parts caused by accident, misuse, lack of proper maintenance, neglect, improper adjustment, modification, alteration, the mechanical condition of the vehicle, road hazards, overloading, failure to follow operating instructions, or acts of Nature (i.e., weather, lightning, flood, etc.).

**Note:** Ricon recommends that this product be inspected by an authorized Ricon dealer at least once every six months or sooner if necessary. Any required maintenance or repair should be performed at that time.

***this Warranty is Void if:***

### **⚠ WARNING**

THIS PRODUCT HAS BEEN DESIGNED AND MANUFACTURED TO EXACT SPECIFICATIONS.  
MODIFICATION OF THIS PRODUCT IN ANY RESPECT CAN BE DANGEROUS.

- The product has been installed or maintained by someone other than an authorized Ricon dealer.
- The product has been modified or altered in any respect from its original design without written authorization by Ricon.

*Ricon disclaims liability for any personal injury or property damage that results from operation of a Ricon product that has been modified from the original Ricon design. No person or company is authorized to change the design of this Ricon Product without written authorization by Ricon.*

*Ricon's obligation under this warranty is exclusively limited to the repair or exchange of parts that fall within the applicable warranty period.*

*Ricon assumes no responsibility for expenses or damages, including incidental or consequential damages. Some states do not allow the exclusion or limitation of incidental or consequential damages, so the above limitation or exclusion may not apply.*

*Important: The warranty registration card must be completed and returned to Ricon within twenty (20) days after installation of this Ricon product for the warranty to be valid. The warranty is not transferable.*

*This warranty gives specific legal rights, and there may be other rights that vary from state to state.*



## Limited Warranty

### Warranty Period

InterMotive warrants the product for the period of two years from the in-service date (if the Warranty Card is returned) or one year from the date the product was of shipped to the installer (if the Warranty Card is not returned) for products that fail to function properly under normal use because of a manufacturing defect when installed and operated according to the manufacturer's instructions. The product will be repaired or replaced with a comparable product without charge.

- A service facility installing/repairing a component or doing diagnosis on a product must follow the proper InterMotive procedures and documents – reference [www.intermotive.net](http://www.intermotive.net) or call 530-346-1801.
- The customer must contact InterMotive with the product serial number, to obtain a Return Goods Authorization (RGA) number, prior to shipping the product back to InterMotive.
- The part being returned must have the RGA number and a detailed description of the symptom(s) or issue(s) the product is exhibiting attached to it. Products received without an RGA number will be refused delivery and returned to the customer at their expense.
- Shipping is the responsibility of the customer. If the product is determined to be warrantable and is repaired or replaced, InterMotive will pay to ship the repaired/replaced product back to the customer via ground shipping. If the product does not qualify for a warranty repair or replacement, the customer is responsible for return shipping costs.
- Contact InterMotive for information on allowable labor reimbursements.

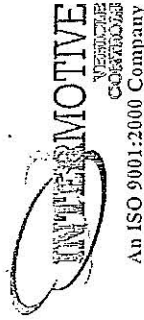
### Limits on Liability

*InterMotive Inc.* will not be liable for loss or damage to property or any incidental or consequential loss or expense from property damage due directly or indirectly from the use or installation of this product.

### Contact Information:

InterMotive, Inc.  
986 So. Canyon Way  
Colfax, CA 95713

Phone: (530) 346-1801  
Fax: (530) 346-1812  
[products@intermotive.net](mailto:products@intermotive.net)



## **ITEM TO REMEMBER ABOUT WARRANTY**

**\*\*\*PLEASE NOTE ALL REPAIRS OTHER THAN CHASSIS  
WILL REQUIRE PRIOR APPROVAL\*\*\***

**PRIOR APPROVAL Required**

### **STOP**

**Central States Bus Sales, Inc  
requires PRIOR APPROVAL on all  
Warranty repairs over \$ 150.00  
Call Warranty Department at  
1-800-825-8273**

**“ or Risk the POSSIBILLITY OF NOT BEING PAID ”**

Chassis repairs will be preformed by your local Chevrolet dealer.

**\*\*\*Call before proceeding with repairs\*\*\***

**\*\*\* HAVE YEAR, CHASSIS MAKE, VIN #, BODY  
TYPE, BODY # AND MILEAGE AVAILABLE\*\*\***

**ST Louis, MO  
Kent Pascoe or Jon Shrum  
800-825-8273**

**Big Rock, IL  
John Timm  
800-376-1644**

Repair can be accomplished in several ways:

- 1) Bring the unit to one of our location in Big Rock, IL or ST Louis, MO whichever is closer:
- 2) Have the vehicle repaired at one of the Regional Maintenance Centers.
- 3) Calling either Kent Pascoe or John Shrum at our Fenton, MO location at 1-800-825-8273 and asking for assistance



## MANUFACTURER'S WARRANTY

### TRANSPORT AIR CONDITIONING

Carrier Transcold Division  
Carrier Corporation  
Syracuse, New York 13221

### CARRIER TRANSPORT AIR CONDITIONING, INC. 2 YEAR FACTORY LIMITED WARRANTY

Carrier Transport Air Conditioning, Inc., hereafter referred to as "Carrier TAC", warrants that each product of its manufacture is free from defects in material or factory workmanship for a period of 24 months from original date in service on original vehicle. If date in service is not registered, the date of shipment from the plant will be utilized to establish the 24-month warranty period. Carrier TAC agrees to repair or replace with a new or repaired part any individual part of a Carrier TAC unit assembly which, after inspection, has been proven to be defective within the warranty period. Replacement of the complete TAC unit assembly requires factory approval. Replacement of a defective part within the warranty period will include labor for replacement at factory established rates. If performed by any authorized Carrier TAC Dealer. Compensation, at factory established rates, for loss of refrigerant will be paid only when caused by a defective part and if the defective part was under warranty at the time of failure.

#### CONDITIONS OF WARRANTY

##### I. Handling of Warranty Claims

- A. Should a failure occur to a Carrier TAC component under warranty return the vehicle to the OEM, installer or TAC Dealer from whom the air conditioner was purchased. Present a copy of your warranty registration card. The Dealer will make the necessary repairs to the system, including parts replacement as covered by the warranty. Such repairs will not include costs in transporting the vehicle to the Dealer, loss of time by the customer or cost of alternate transportation.
- B. If it is not possible to return to the OEM, installer or original Dealer, take the vehicle to any convenient Carrier TAC Dealer and present your warranty registration card. Should you be unable to locate an authorized Carrier TAC Dealer, contact the factory and you will be assisted. (1-800-450-2211)

##### II. EXCLUSION FROM WARRANTY: THIS WARRANTY SHALL NOT APPLY TO:

- A. Any part or parts of products becoming defective as a result of negligence, accident or other casualty.
- B. Owner's failure to provide nominal maintenance such as lubrication of auxiliary engine; tightening belts, fittings and mounting hardware; cleaning coils; replacement of filter drier in accordance with standard refrigeration practices; improper voltage or loose electrical connectors; and maintaining refrigerant and oil levels.
- C. Improper installation, repairs or alterations.
- D. Operation in any manner contrary to Carrier TAC's operation and service procedures.
- E. Any parts or products which have been modified outside of Carrier TAC's factory unless specific written authorization for such modification has been issued by Carrier TAC.
- F. Defects caused by any repair facility during system maintenance or repair to include system contamination, loose fittings or wiring, torn or crimped O-rings, etc.
- G. Consumable or expendable items including but not limited to: filters, belts, lubricants, motor brushes, filter driers replaced in accordance with standard refrigeration practices, etc.

##### III. Conditions

- A. This warranty is only valid in the United States of America, its territories and Canada.
- B. Carrier TAC neither assumes nor authorizes any person to assume for it any obligation or warranty other than that stated within.
- C. Carrier TAC reserves the right to make changes in design or improvements of its products or parts thereof, without obligation to make or install such changes or improvements on existing units or upon products covered in this warranty.

D. Remedies available to the owner for breach of the Carrier TAC Factory Warranty are expressly limited to an action to recover the cost of repairs or replacements due hereunder, and Carrier TAC's liability for incidental and consequential damages arising from breach of this warranty is hereby excluded to the full extent permitted by applicable law. No action or proceeding arising out of, for breach of, or in any manner relating to this warranty may be brought by anyone after six months of notification to Carrier TAC of in-warranty failure.

E. Repair or replacement of any parts of the product under this warranty shall not extend this warranty with respect to such repaired or replaced parts beyond the original warranty period.

F. Carrier TAC does not warrant the workmanship of the installer and will not bear any cost due to faulty or incorrect installation or shipping damage.

G. Carrier TAC will not be liable for loss of time, labor, towing, equipment rental or other expenses while products are out of service.

H. Carrier TAC shall credit authorized dealers only for labor for replacement or repair of defective parts discovered during the warranty period when the equipment is properly installed, serviced and operated under normal conditions according to Carrier TAC's operation and service procedures.

THE FOREGOING OBLIGATION IS EXPRESSLY GIVEN IN LIEU OF ANY OTHER WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, WHICH EXCEEDS THE RESPONSIBILITIES EXPRESSLY SET FORTH HEREIN. NO ACTION OR PROCEEDING ARISING OUT OF, FOR BREACH OF, OR IN ANY MANNER RELATING TO THE WARRANTY AND LIMITATION MAY BE BROUGHT BY ANYONE AFTER SIX MONTHS FROM NOTIFICATION TO CARRIER TAC OF IN-WARRANTY FAILURE.

#### Limitation of Liability

Carrier TAC and its affiliates SHALL NOT BE LIABLE IN CONTRACT OR TORT FOR ANY SPECIAL, INCIDENTAL, OR CONSEQUENTIAL DAMAGES or losses of a commercial nature, including but not limited to injuries or damage caused to vehicles or content, arising out of a malfunctioning product or its parts or components thereof, or as a result of defects in material or workmanship.

THE OWNER'S SOLE AND EXCLUSIVE LIABILITY SHALL BE LIMITED TO THE REPAIR OR REPLACEMENT OF PARTS OR COMPONENTS CONTAINED IN THE PRODUCTS SOLD HEREUNDER WHICH, UNDER NORMAL USE AND SERVICE, MALFUNCTION AS A RESULT OF DEFECTS IN MATERIAL OR WORKMANSHIP, SUBJECT TO THE PROVISIONS AND LIMITATIONS STATED ABOVE.

#### Definition of Terms

TAC Unit Assembly - Complete condenser or evaporator unit, rear mount unit or rooftop unit.

TAC Dealer - Certified Carrier location.

Auxiliary Engine - Engine used in Carrier auxiliary power units.

Standard Refrigeration Practices - Replacement of filter drier when system is opened.

OEM - Original equipment manufacturer.

Warranty Registration Card - Card or computer generated form showing registration of serial numbered units installed in the system.



**Carrier**

A United Technologies Company



## MANUFACTURER'S LIMITED WARRANTY FOR THE AERO PRODUCT LINE

ELDORADO NATIONAL (KANSAS), INC. (hereinafter sometimes referred to as "ENC"), warrants each new product (excepting the "Body Structure" as herein defined) for a period of one (1) full year after the initial date of retail purchase, or for twelve thousand (12,000) miles, whichever occurs first, after the actual date of purchase by the product's first owner, and agrees to repair any defective part subject to the items and limitations of this warranty agreement.

ENC warrants the "Body Structure" for five (5) years or one hundred thousand (100,000) miles, whichever occurs first, from the date of delivery to the product's first owner.

"Body Structure" is defined as all exterior "FRP Honeycomb" panels and does not include any part of the automotive chassis as prepared by the automotive manufacturer. Items not considered body structure include (but are not limited to) the following:

- |           |                  |                                 |                   |
|-----------|------------------|---------------------------------|-------------------|
| - Doors   | - Roof vents     | - Paint                         | - Bumpers         |
| - Windows | - Gel coat crack | - Interior wall covering panels | - Rub rail guards |

### LIMITATIONS

- ENC retains the option to repair or replace.
- ENC requires that all repairs performed under the terms of its limited warranty must be done at one of ENC's factories or at one of ENC's authorized service centers. In the event that this requirement presents an undue hardship on the owner, ENC requires that the owner call the ENC factory service and warranty manager and secure approval for the repair work to be done at a qualified repair station whose qualifications are mutually agreed upon by both the factory service manager and the owner.
- ENC requires that all warranty work performed under the terms of this limited warranty that exceeds one hundred dollars (\$100.00) in value of parts and labor combined must be approved by the ENC warranty manager before the warranty work is performed. The ENC warranty manager is located at Salina, Kansas (Phone 800-955-9086).
- If the product has been previously used in dealer demonstration service beyond four thousand (4,000) miles/one (1) year, or as a dealer rental unit, the time used and the mileage accrued in the previous service above four thousand (4,000) miles/one (1) year is counted toward the twelve thousand (12,000) miles limit, and one (1) year's warranty, or in the case of the body structure, one hundred thousand (100,000) miles or five (5) year's warranty.
- ENC retains the right under the terms of its limited warranty to void its limited warranty due to any of the following items listed as exclusions:
  - Damage to product caused by an accident involving the vehicle
  - Product failure caused by improper servicing
  - Product failure caused by customer negligence
  - Product failure caused by customer misuse
  - Damage or product failure caused by freezing, flooding, fire, or any occurrences that may be termed an "Act of God."



Programming Complete.

Warranty Claim Code: 11E52

Record this code on the warranty repair order (if applicable).

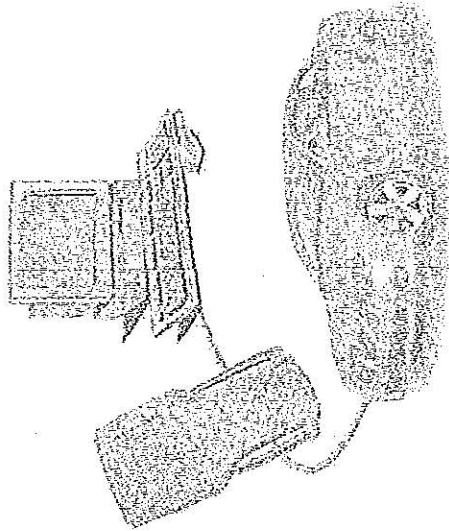
Post Programming Instructions:

If there are no Controller Specific Instructions, turn ignition off for 30 seconds to reset the controller.

Controller Specific Instructions:

Clearing DTCs will erase stored history data from all controllers, and will reset the PCM I/M flags.

Crankshaft Position Variation Relearn Procedure using Special Function on TECH2 may be needed after programming. Refer to Service Manual DTC P1336 / P0315 (System Variation Not Learned)



Print

VIN: 1GBE5V1908F403624

Clear DTCs

New

Cancel

ILLINOIS INSURANCE IDENTIFICATION CARD

COMPANY NUMBER

COMPANY

☒ COMMERCIAL

☐ PERSONAL

Harleysville Insurance Co.

POLICY NUMBER  
BA00000058428Q

EFFECTIVE DATE  
04/01/13

EXPIRATION DATE  
04/01/14

YEAR MAKE/MODEL  
2008 CHEVROLE C5500

VEHICLE IDENTIFICATION NUMBER  
1GBE5V1908F403684

AGENCY/COMPANY ISSUING CARD  
SEFCU Insurance Agency (4)  
Laurie Kuhne  
567 Main Street  
Cobleskill, NY 12043

INSURED

C CAR Industries  
1530 Lincoln Avenue  
Charleston, IL 61920

# 26

Examine Policy Exclusions Carefully.

20618992

NOTICE OF PUBLIC HEARING

RE: State of Illinois  
Vehicle Grant for  
Coles, Cumberland, and Douglas

Notice is hereby given that a public hearing will be held by CCAR Industries on Thursday, April 24, 2014, at 1:00 p.m. in the CCAR Administration Building, 1530 Lincoln Ave., Charleston, for the purpose of considering a project for which financial assistance is being sought from the Illinois Department of Transportation, pursuant to the Illinois Department of Transportation's general authority to make such Grants, and which is generally described as follows: The grant requests one Medium Duty bus with wheelchair lift which can carry 14 seated passengers or a maximum of 5 wheelchairs at a cost of \$63,000 and one Minivan with fold-up wheelchair ramp which can seat 6 ambulatory adults or 2 wheelchairs at a cost of \$41,000 to transport elderly and disabled persons residing in Coles, Cumberland and Douglas Counties who receive services from CCAR Industries to attend necessary medical and other appointments both in the local area and around the state and to be used by CCAR group homes to provide transportation to those individuals during evenings and weekends. This project will be included in Consolidated Vehicle Procurement Program undertaken by the State of Illinois on behalf of CCAR Industries with state and federal funds. Relocation assistance will not be required. This project is being implemented to minimize environmental impacts. This project is in conformance with comprehensive transportation planning in the area. All new equipment included in this project will meet ADA accessibility rules for the elderly and persons with disabilities. At the hearing, CCAR Industries will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit orally or in writing, evidence and recommendations with respect to said project. Please submit any written comments by April 24, 2014 so they may be included in the application. A copy of the application for state grant for the purposed project for the intended service area will be made available for public inspection at CCAR Industries, 1530 Lincoln Ave., Charleston, IL. Contact Larry Fisher Assistant Executive Director, 217-348-0127.

20618992

NOTICE OF PUBLIC HEARING

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Vehicle Grant for  
Coles, Cumberland, and Douglas

Notice is hereby given that a public hearing will be held by CCAR Industries on Thursday, April 24, 2014, at 1:00 p.m. in the CCAR Administration Building, 1530 Lincoln Ave., Charleston, for the purpose of considering a project for which financial assistance is being sought from the Illinois Department of Transportation, pursuant to the Illinois Department of Transportation's general authority to make such Grants, and which is generally described as follows: The grant requests one Medium Duty bus with wheelchair lift which can carry 14 seated passengers or a maximum of 5 wheelchairs at a cost of \$63,000 and one Minivan with fold-up wheelchair ramp which can seat 6 ambulatory adults or 2 wheelchairs at a cost of \$41,000 to transport elderly and disabled persons residing in Coles, Cumberland and Douglas Counties who receive services from CCAR Industries to attend necessary medical and other appointments both in the local area and around the state and to be used by CCAR group homes to provide transportation to those individuals during evenings and weekends. This project will be included in Consolidated Vehicle Procurement Program undertaken by the State of Illinois on behalf of CCAR Industries with state and federal funds. Relocation assistance will not be required. This project is being implemented to minimize environmental impacts. This project is in conformance with comprehensive transportation planning in the area. All new equipment included in this project will meet ADA accessibility rules for the elderly and persons with disabilities. At the hearing, CCAR Industries will afford an opportunity for interested persons or agencies to be heard with respect to the social, economic, and environmental aspects of the project. Interested persons may submit orally or in writing, evidence and recommendations with respect to said project. Please submit any written comments by April 24, 2014 so they may be included in the application. A copy of the application for state grant for the proposed project for the intended service area will be made available for public inspection at CCAR Industries, 1530 Lincoln Ave., Charleston, IL. Contact Larry Fisher Assistant Executive Director, 217-348-0127.



## **Meeting Minutes from Public Meeting**

As required by IDOT a Notice Of Public Hearing was posted in the local newspaper on March 26, 2014. The public meeting was scheduled for April 24, 2014 beyond the required three week timeframe.

As is typical for this process no community members presented for the meeting and no written comments were received and therefore none are submitted with this application.

A handwritten signature in black ink, appearing to read 'Larry Fisher', with a stylized, cursive script.

Larry Fisher

CCAR Industries

Assistant Executive Director

3/26/2014

Coles County EMA  
520 Jackson Avenue  
Charleston, Illinois 61920

Dear Dan Ensign :

CCAR Industries is making application to the Illinois Department of Transportation for two ADA accessible vehicles. One Medium-Duty Paratransit Vehicle which is capable of seating 26 passengers or up to 5 wheelchairs. The second vehicle we are requesting is a Minivan Paratransit Vehicle which is capable of seating 5 passengers or up to two wheelchairs. This application is through the Section 5310 Elderly and Disabled funds.

We wish to reaffirm our support and the use of our vehicles and drivers at times they might be needed by our local community. We have been able in the past to assist in emergency situations and plan to continue to use our accessible vehicles to service the needs of those in this community.

If we can be of assistance please feel free to please contact our Transportation Director, Bryan Watson if you would like to discuss some needs you may have for using the vehicles. Bryan can be reached at (217) 348-0127 Extension 611. If Bryan is not available you can also contact me at the same number, extension 603.

Sincerely,

Larry Fisher  
Assistant Executive Director  
CCAR Industries

**Hilltop Convalescent Center**

910 West Polk Avenue

Charleston, Illinois 61920

**Gowin PARC**

300 Lerna Road S.

Mattoon, Illinois 61938

**Mattoon Health Care Center**

2121 South 9<sup>th</sup> Street

Mattoon, Illinois 61938

List of Assisted Residential Facilities to received coordination letters from CCAR  
dated 3/26/2014

**Arcola Health Care Center**

422 4<sup>th</sup> Street  
Arcola, Illinois 61910

**Brookstone Estates**

2008 South 9<sup>th</sup> Street  
Mattoon, Illinois 61938

**Brookstone Estates**

300 Lincoln Highway Road  
Charleston, Illinois 61920

**Brookstone Estates**

1920 Brookstone Land  
Mattoon, Illinois 61938

**Charleston Rehab. And Health Care Center**

716 18<sup>th</sup> Street  
Charleston, Illinois 61920

**Cougill Senior Apartments**

500 West Polk  
Charleston, Illinois 61920

**Douglas Rehab. & Health Care Center**

3516 Powell Lane  
Mattoon, Illinois 61938

**Heritage Woods of Charleston**

480 Polk Avenue  
Charleston, IL 61920

3/26/2014

Dear Facility Administrator:

CCAR Industries is making application to the Illinois Department of Transportation for two additional ADA accessible vehicles. The vehicles will be used to accommodate the daily passenger needs for those we serve in Coles, Cumberland and Douglas counties. Many of the individuals we provide services to have limited mobility with an increasing number using wheelchairs for mobility assistance.

As a part of our coordination efforts CCAR would like to make these vehicles available to your organization and other community service providers at times when they are not in use and the bus driver is available for a fee that will cover our cost of operating the vehicles. In the past we have assisted different nursing facilities, local churches and summer camps with transporting groups for different types of activities.

If we can be of assistance please feel free to please contract our Transportation Director, Bryan Watson if you would like to discuss some needs you may have for using the vehicles. Bryan can be reached at (217) 348-0127 Extension 611. If Bryan is not available you can also contact me at the same number, extension 603.

Sincerely,

Larry Fisher  
Assistant Executive Director  
CCAR Industries

3/26/2014

Brian Jones  
Charleston Parks and Recreation  
520 Jackson Avenue  
Charleston, Illinois 61920

Dear Mr. Jones:

CCAR Industries is making application to the Illinois Department of Transportation for two ADA accessible vehicles. One Medium-Duty Paratransit Vehicle which is capable of seating 26 passengers or up to 5 wheelchairs. The second vehicle we are requesting is a Minivan Paratransit Vehicle which is capable of seating 5 passengers or up to two wheelchairs. This application is through the Section 5310 Elderly and Disabled funds.

The vehicles will be used to accommodate the daily passenger needs for those we serve in Coles, Cumberland and Douglas counties. Many of the individuals we provide services to have limited mobility with an increasing number using wheelchairs for mobility assistance.

CCAR would like to make the vehicles we have obtained through this granting process available to your organization at times when they are not in use and a staff is available to drive. In the past we have transported the children who attend your day camps for field trips and at times when the weather was threatening and what to make sure you know this service is available if needed.

If we can be of assistance please feel free to please contact our Transportation Director, Bryan Watson if you would like to discuss some needs you may have for using the vehicles. Bryan can be reached at (217) 348-0127 Extension 611. If Bryan is not available you can also contact me at the same number, extension 603.

Sincerely,

Larry Fisher  
Assistant Executive Director  
CCAR Industries