A photograph of a dirt road in a rural setting. The road is unpaved and curves to the right. On the left side, there are several large, leafy green trees and a utility pole. A metal gate is visible in the foreground on the left. The right side of the road is bordered by a wooden fence and a grassy field. The sky is clear and blue.

# LAMAR COUNTY RURAL TRANSIT DEVELOPMENT PLAN

Prepared by:  
Three Rivers Regional Commission  
Griffin, Georgia

June 2010

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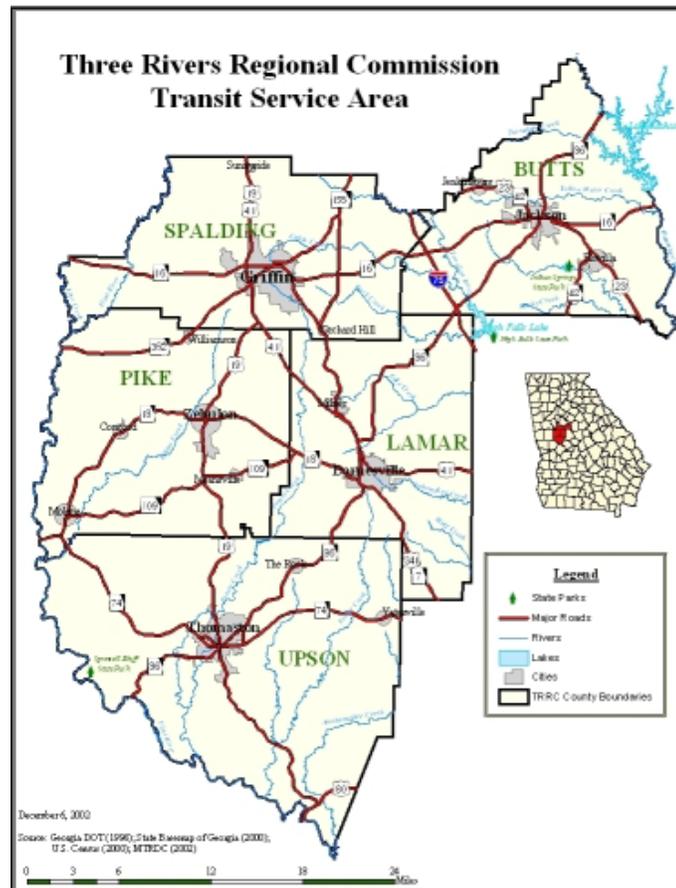
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## **EXECUTIVE SUMMARY**

### **1. Introduction**

Lamar County participates in a regional rural public transportation service area that includes other counties such as Butts, Pike, Spalding, and Upson. The service area is collectively known as the Three Rivers Transit System, and it is administered by the Three Rivers Regional Commission (TRRC) on behalf of its member governments. The Three Rivers Transit System was the first regional rural/suburban public transit service area established within the state. The regional approach has proved to be a cost effective way to provide public transportation within the service area. The system is most heavily used by the senior citizens, local workforce, and disabled populations within the service area.

The Section 5311 Program offers Lamar County the opportunity to provide transit services for improving access to business, commercial and activity centers. Section 5311 is the name of the Federal funding program administered by the Federal Transit Administration (FTA) to provide assistance for rural public transportation. Federal transit funds are allocated to the states on a formula basis, and can be used for capital assistance, operating assistance, planning, and program administration. The Georgia Department of Transportation (GDOT) is responsible for administering the program.



## 2. The Transit System

The five counties that make up the Three Rivers Transit System, as of 2010, are Butts, Lamar, Pike, Spalding, and Upson Counties. The transit system, however, has been operating throughout four of these five counties since September 8, 1999. Public transportation is used to assist people to obtain and retain employment, receive regular medical attention, provide access to job training, provide access to commercial zones, and quality of life enhancement purposes.

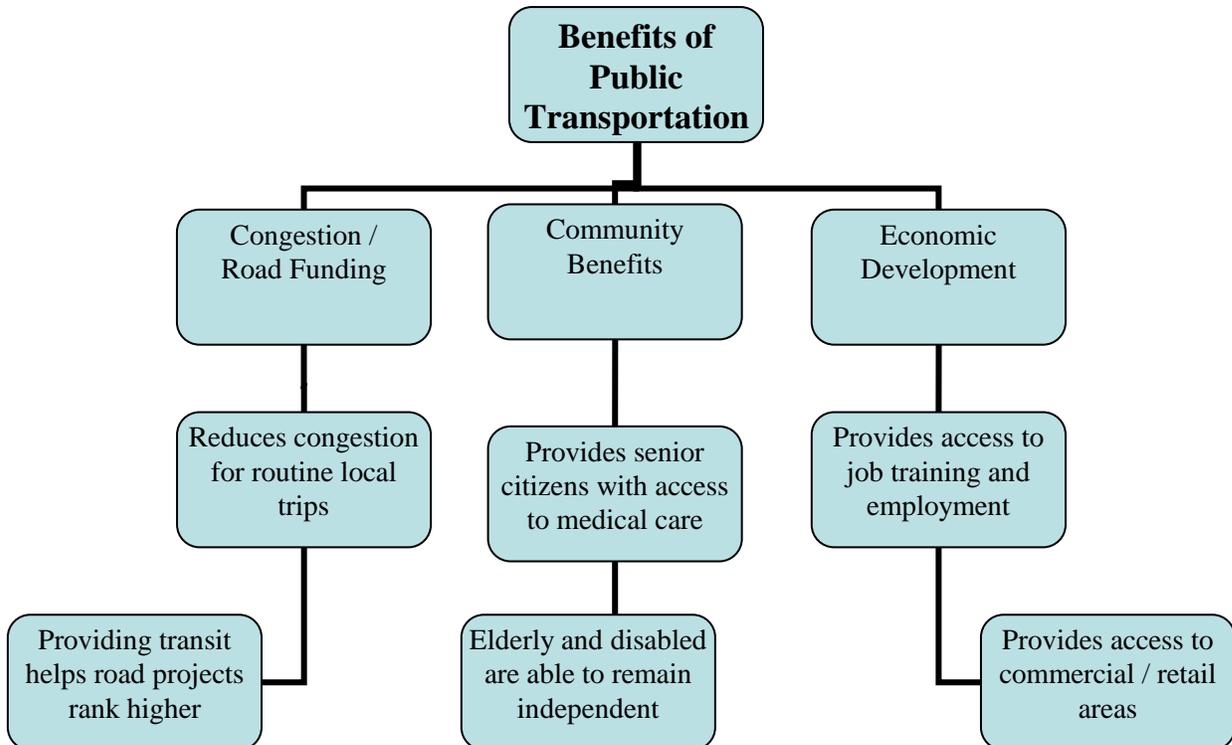
The public transportation system functions under the guidance of a management team comprised of key staff members of the TRRC who include the following:

### Three Rivers RC Management Team:

Lanier Boatwright, Executive Director  
Robert Hiatt, Governmental Services Director  
Peggi Tingle, Administrative Assistant  
Amanda Turner, Governmental Services Coordinator

There are many benefits of having a public transportation service available to local communities. Some of these benefits are displayed Chart 1 below:

**CHART 1 - Public Transportation Benefits**



### **Contract Administration**

The TRRC functions as central contractor and administrator for the Three Rivers Transit System. By contract, the TRRC has a responsibility to each County which includes the completion and submission of monthly progress and expenditure reports to the Georgia Department of Transportation (GDOT), and to ensure that compliance with state and federal regulations are implemented and ongoing. Each participating county within the Three Rivers Transit System enters into a yearly agreement with the TRRC, and pays their share of projected transportation funding.

### **Third Party Operator**

The Third Party Operator (TPO) manages the day-to-day operation and maintenance of the system Regional Transit Program. The TPO is responsible for registering calls for service, route management, driver supervision and training, submission of monthly service reports, and general bookkeeping. The drivers are hired by the TPO; and the TPO is expected to enforce compliance with all federal regulations applicable to the program. The current TPO for the transit program is the Council on Aging for McIntosh Trail, Inc.

The TRRC monitors all work done by the Third Party Operator (TPO) and will review all monthly reports and records prior to submission to GDOT. The TRRC will work with the TPO regarding problems or issues involving transportation. Most problems and issues can be dealt with administratively; but if needed, the TRRC will bring them before the regional Technical Coordinating Committee. A county's representative on the Technical Coordinating Committee has decision making authority and if warranted, will take the problem or issue back to the respective County Commission for further discussion and/or resolution.

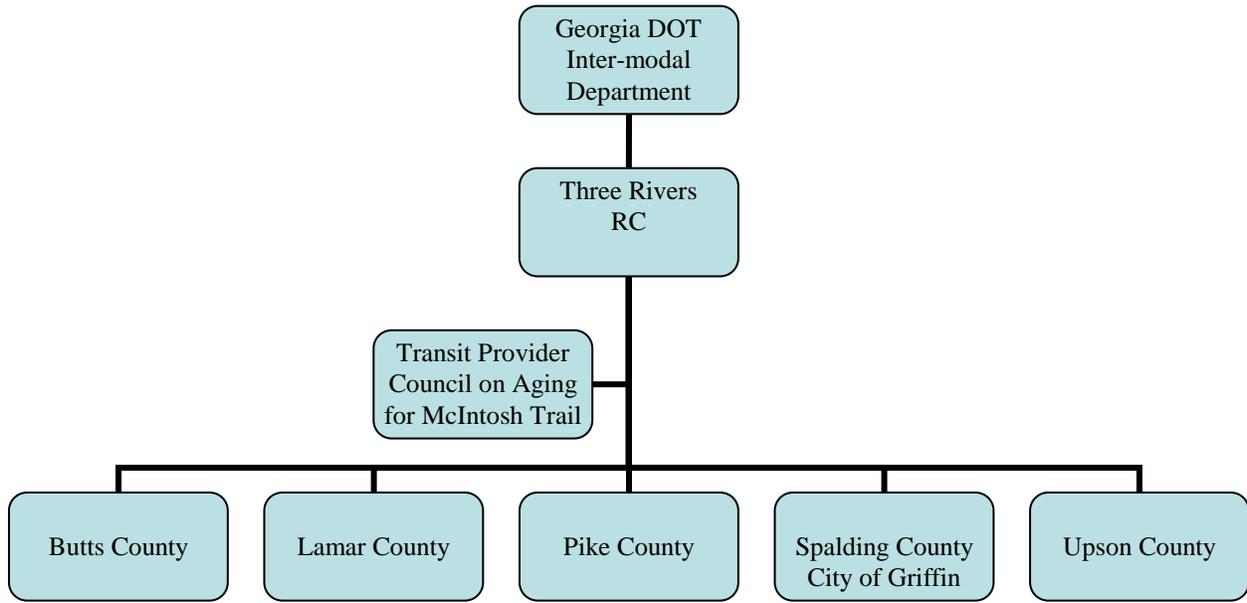
### **Regional Technical Coordinating Committee**

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

Butts County:	Mitch McEwen
Lamar County:	Jay Matthews
Pike County:	Doug Mangham
Spalding County:	Eddie Goss
Upson County:	Maurice Raines
Three Rivers RC:	Lanier Boatwright

Chart 2 below provides a visual as to how the contractual relationship for the Three Rivers Transit System functions.

**CHART 2 - Contractual Relationships**



## **2. Services Provided**

### **Demand Response**

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

### **Purchase of Service (POS) / Subscription Trips**

The Purchase of Service/Subscription Trips are designed to allow any government agency or local business group can buy trips on the rural public transportation system. POS create additional revenues for the Transit System and assist in reducing the local government's cost to provide public transportation.

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

## **Senior Centers**

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

**Type(s) of Service:** The types of services that are provided to Senior Centers include the transport of eligible persons to and from community facilities and resources applying for and receiving services, reducing isolation, or otherwise promoting independent living. Subscription Services are ordered by participating agencies. Trips may be provided on the basis of Subscription Service, Scheduled Response, Demand Response and Group Trips. Door-to-Door Service is a requirement due to the various age and mobility status of the participants.

**Points of Origins and Destinations:** Descriptions of the various types of trips offered to Senior Center participants are provided below.

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

## **Department of Family and Children Services**

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

**Type(s) of Service:** The types of services that are provided to DFCS participants are curb to curb and include Scheduled Demand Response, Demand Response, and Subscription Service.

**Points of Origins and Destinations:** Points of Origins and Destinations vary between participants. The origination of trips initiate from residential addresses throughout the region and involve destination points to day care providers, education and training activities, work sites, work experience locations, and job search activities. Return trips from each of these destination points are also provided.

## **Department of Labor – Vocational Rehabilitation Services (VRS)**

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

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

Type(s) of Service: The types of services that are provided to VRS participants include Door-to-Door, Subscription and Demand Response Services.

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

**Division of Mental Health, Developmental Disabilities and Addictive Diseases (MHDDAD)**

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

Type(s) of Service: The types of services that are provided to VRS participants include Door-to-Door, Subscription Services.

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

**3. Vehicle Fleet Information**

The vehicle fleet is comprised of fourteen passenger Goshen shuttle vans. These vans cost between \$43,300 (without lift) and \$46,700 (with lift), and do not require a CDL license to operate. Prior to 2003, the regional transit system did use CDL vehicles but those vehicles were cycled out due to cost concerns and the inability to retain CDL qualified drivers.

Listed below are descriptions of the vehicles that are utilized in the delivery of transportation services in Lamar County.

GDOT Fleet Number		Type	Year	Make	Seats	WC Lift
2742	LAMAR	Mini Bus	2007	Goshen	13	N
2741	LAMAR	Mini Bus	2007	Elkhart	11	Y

**CHART 3 - Elkhart Shuttle Van**

**Public Transit Vehicle Example:**

**Exterior View**



**Interior View**



## Vehicle Specifications

### EC-I STANDARDS & OPTIONS

#### STANDARD CHASSIS FEATURES

- Ford E-350 DRW Cut-Away Chassis
- Electronic 5-Speed Automatic Transmission
- 37-Gallon Fuel Tank
- Ford V-8 5.4L Gas EFI Engine
- OEM Installed Dash Air Conditioning and Heat
- 130 Amp Alternator
- 158" Wheelbase
- Heavy Duty Engine Cooling Package
- Chrome Front Bumper and Grill
- 11,500 GVWR
- Dual Electric Horns
- Driver Air Bag
- Heavy Duty Suspension
- Power Steering/Brakes
- LT225/75RX16E Tires
- Dual 650 CCA Batteries
- Tilt Steering Wheel/Cruise Control
- Dual Beam Headlights

#### STANDARD BODY FEATURES

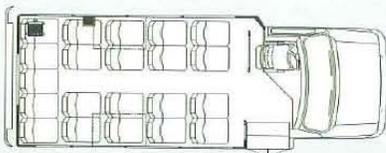
- FMVSS Certified
- STURAA Tested for 7 Years/200,000 Miles
- Insulated Roof and Exterior Walls
- Mar-View Right Side Cab Window
- Smooth Rubber Floor with Ribbed-Rubber Aisles
- Rear ABS Fender Flares
- Powder Coated Rear Steel Bumper
- Rear Mud Flaps

- Entrance Door and Driver Modesty Panels
- All Aluminum Sidewalls and Skirts
- Dual Drive Shaft Guards
- Entry Door Assist Hand Rails
- Fully Welded Unitized Steel Cage Body Structure
- Undercoating
- Swing-A-Way Exterior Flat Mirrors with Integrated Convex Panels
- Drip Rail Over Passenger Windows and Entry Doors
- White Step Nosing – All Entry Steps
- Color/Function Coded Wiring Harness
- Laminated Steel Reinforced Composite Construction
- Master Electronic Printed Circuit Control Panel
- Side and Rear Emergency Egress Windows
- Stylized ABS Rear Trim
- 91" Interior Width and 77" Headroom
- Large 36" x 36" Upper T-Slider Windows
- Single Piece Seamless FRP Roof
- Smooth FRP Interior Walls
- FRP Ceiling

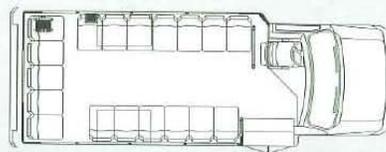
#### POPULAR OPTIONS

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

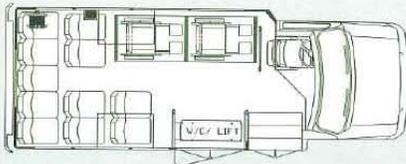
- Individual Reading Lights
- Spare Tire and Wheel
- Interior Luggage Rack
- Interior Convex Mirror
- Back-Up Alarm
- Overhead Luggage Racks
- Exterior Rear Center Mounted Brake Light
- Upgraded Dual Alternators (Diesel Only)
- Rear Luggage Compartment
- Ceiling Grab Rails
- AM/FM Radio with CD Player
- "Flat Floor" (No Wheel Well Risers)
- DVD Player with Flip Down Monitor
- Heated/Remote Exterior Mirrors
- High-Back or Mid-High Seats with Armrests
- Front Mud Flaps
- Ground Plane For Two-Way Radio Installation
- Paging System
- Rear Emergency Door with Ajar Package
- LED Exterior Lighting
- Rear A/C System
- Roof Escape Hatch
- Stainless Steel Wheel Inserts
- ADA Mobility Compliance Package
- All FRP Exterior
- Driver Running Board
- Electric Entry Door



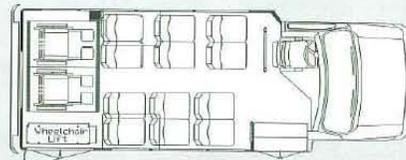
21 Passenger - Forward Facing Seating



18 Passenger - Perimeter Seating



11 Passenger - 2 Wheelchairs - Front Lift



12 Passenger - 2 Wheelchairs - Rear Lift

## **Insurance**

Insurance is a requirement of the Three Rivers Transit System. Contractors must maintain minimum liability coverage in the amount of \$100,000 for the death or injury of one (1) person; \$300,000 in the event of injury or death of two (2) or more persons in a single accident including liability to and employees engaged in the operation of the vehicles; and \$50,000 for property damage. Vehicles with capacity over 15 passengers must maintain minimum liability coverage in an amount of \$100,000 for the death or injury of one (1) person, \$500,000 in the event of injury or death of two (2) or more persons in a single accident including liability to any employees engaged in the operation of the vehicles, and \$50,000 for property damage.

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

## **Accident Reporting**

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

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

## **Drug and Alcohol Testing**

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

The Act mandates four types of testing: (1) Pre-Employment; (2) Random; (3) Reasonable Suspicion; and (4) Post Accident. In addition, the Act permits return-to-duty and follow-up testing under specific circumstances. It is also a requirement that recipients follow the testing procedures as designed by the Department of Health and Human Services (DHHS). The Act does not require recipients to follow a particular course of action when they learn that a safety-sensitive employee has violated a law or Federal regulation concerning alcohol or drug use. Rather, the Act directs FTA to issue regulations establishing consequences for the use or abuse of alcohol or drugs in violation of FTA regulations. Possible consequences include Education, Counseling, Rehabilitation programs and Suspension or Termination from employment.

## **4. Quality Control**

Quality Control helps to assure that transportation services are being provided to the program participants in the most professional and most proficient manner possible. However, the TRRC is aware that problems will and can occur in the delivery of program services. Therefore, any comments or complaints regarding the quality of service provided by the system or the performance of any system employee will be handled routinely by the Authorized Representative at the TRRC and the TPO. If warranted, the Authorized Representative may recommend to the Technical Coordinating Committee that official action be taken to address any problems that have been identified in the course of investigating a customer complaint. Receipts and expenditures will be monitored by the TRRC on a monthly basis. The driver will maintain daily passenger trip logs and vehicle service logs which will be consolidated by the TPO and transferred to monthly reporting forms. These will be forwarded to the TRRC.

### **Program Reporting**

The Three Rivers Transit System has an extensive reporting requirement that was put in place to assure that it meets the standards of both GDOT and DHR. The information below provides an overview of the program reporting system necessary for the functioning of the transit system.

#### Reports from the TPO to TRRC (Monthly)

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

#### Reports from TRRC to the County (Monthly)

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

#### Reports from the County to TRRC (Monthly or as Requested)

- Payments from the County to the TRRC based on invoices submitted on a monthly or quarterly basis.

#### Reports from TRRC to TPO (Monthly or as Requested)

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

#### Reports from TRRC to GDOT (Monthly or as Requested)

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

#### Reports from GDOT to TRRC (Monthly or as Requested)

- Reimbursements of federal matching funds.

### **Corrective Actions**

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

In relation to taking corrective actions, the TPO shall:

1. Agree that the TRRC has the sole authority to determine whether the TPO has met, exceeded, or failed to meet any requirements or standards;
2. Within three (3) business days of the date that the TRRC notifies the TPO in writing that it has failed to meet a requirement or performance standard, submit a corrective action plan to the TRRC for its review and approval. The corrective action plan shall include:
  - A description of the problem including the administrative guide performance standard, if applicable;
  - The reason(s) the problem occurred;
  - A description of what steps will be taken to prevent the problem from recurring;
  - A listing of the organizations or staff functions impacted by the problem's resolution; and
  - A timeline for implementing the resolutions(s).
3. Implement the corrective action plan within ten (10) business days of receiving the TRRC approval of the plan or longer if so stated in the TRRC's approval.

### **Pick Up and Delivery Standards**

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

- a. The TPO being on time shall be a standard practice. The vehicles must be on time for pick up and delivery, unless there are extenuating circumstances beyond the TPO's or driver's control. **A 95% on-time performance rate is required.** A 20-minute pick up and delivery window period will be allowed (10 minutes before pick up time and 10 minutes past pick up time). Notification must be given by the TPO to the consumer in the event of unavoidable delays.
- b. The driver may arrive up to ten (10) minutes before the scheduled pick-up time; however, a consumer shall not be required to board the vehicle before the scheduled pick-up time

for return trips. The Provider(s) is not required to wait more than five (5) minutes after the scheduled pick-up time.

- c. The TPO must ensure that consumers are transported to and from appointments on time.
- d. The TPO must ensure that no consumer served is forced to remain in the vehicle more than one (1) hour longer than the average travel time for direct transport from point of pick-up to destination.
- e. The TPO will monitor trips to ensure that consumers are picked-up and delivered timely.

## **6. Public Involvement**

During the creation of this Rural Transit Development Plan for Lamar County, the TRRC involved the County and the Lamar County Transportation Committee. The transportation committee is an advisory committee made up of private citizens, business, and governmental officials within Lamar County. The TRRC also solicited feedback from the Department of Human Services Regional Transportation Office.



## **DEMOGRAPHIC ANALYSIS**

### **Lamar County Profile**

As of the census of 2000, there were 15,912 people, 5,712 households, and 4,284 families residing in the county. The racial makeup of the county was 67.78% White, 30.39% Black or African American, 0.28% Native American, 0.37% Asian, 0.01% Pacific Islander, 0.28% from other races, and 0.89% from two or more races. 1.08% of the population were Hispanic or Latino of any race.

There were 5,712 households out of which 32.20% had children under the age of 18 living with them, 54.00% were married couples living together, 16.30% had a female householder with no husband present, and 25.00% were non-families. Of all households, 21.60% were made up of individuals and 8.90% had someone living alone who was 65 years of age or older. The average household size was 2.64 and the average family size was 3.05.

In the county the population was spread out with 24.50% under the age of 18, 11.40% from 18 to 24, 27.90% from 25 to 44, 23.60% from 45 to 64, and 12.60% who were 65 years of age or older. The median age was 36 years. For every 100 females there were 91.90 males. For every 100 females age 18 and over, there were 88.90 males.

The median income for a household in the county was \$37,087, and the median income for a family was \$43,481. Males had a median income of \$29,453 versus \$21,933 for females. The per capita income for the county was \$16,666. About 8.10% of families and 11.20% of the population were below the poverty line, including 14.50% of those under age 18 and 11.00% of those age 65 or over.

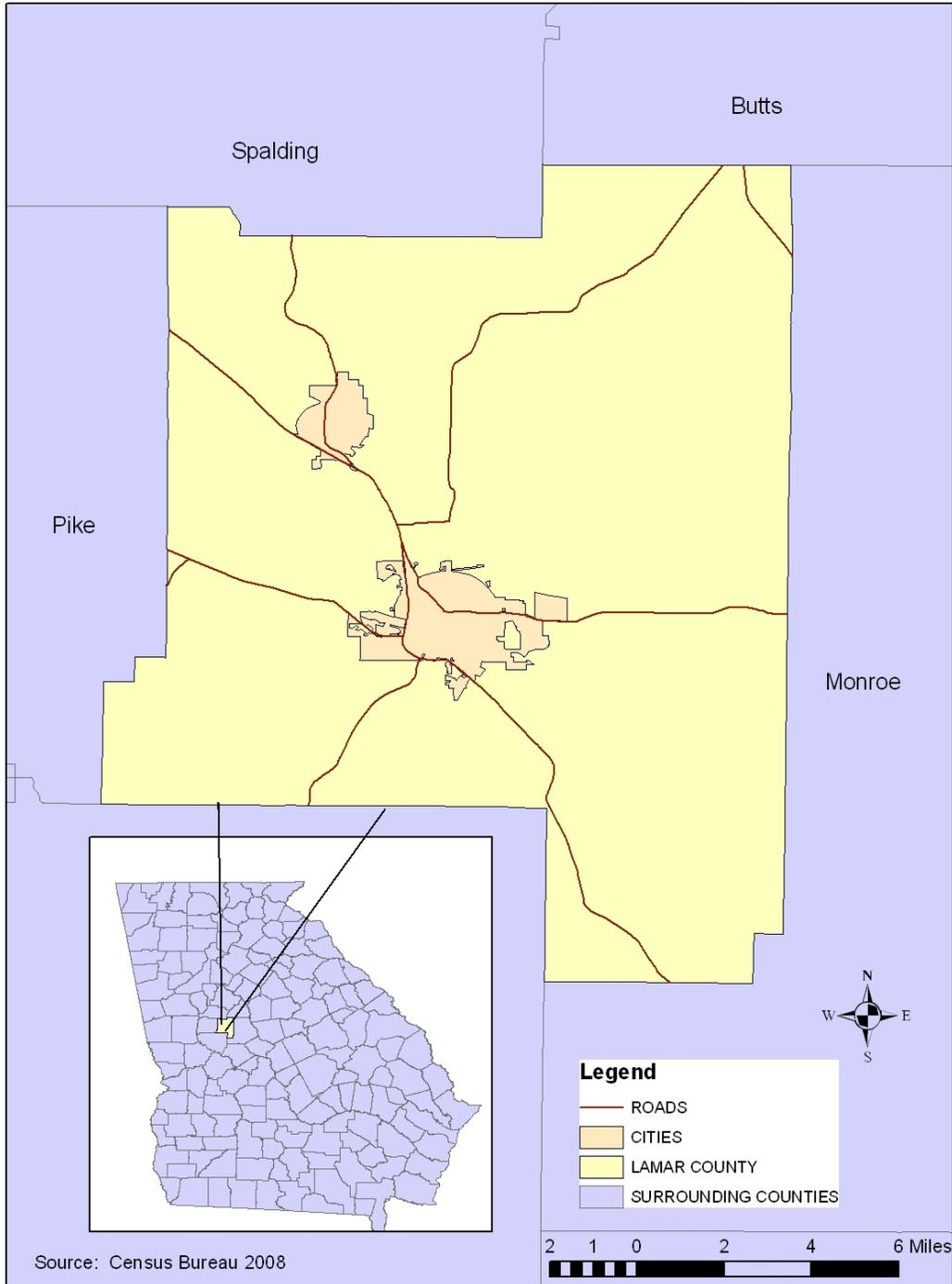
### **Lamar County Activity Centers – 2010**

Lamar County is inclusive of urban clusters which include the City of Barnesville, the City of Milner, and the Town of Aldora. The City of Barnesville is the central location within the county where major activity centers can be found, including social services, medical facilities, and work sites for individuals with developmental disabilities. These are common locations to which low income workers or people who use specialized transportation services may travel.

Under present conditions, it is more likely that the common destination for most public transit trips will be inside Lamar County's limits. However, it is worthy to note that the Three Rivers Transit System does perform occasional out of county trips a few days per week. The central location for these trips is the City of Griffin which is located within Spalding County and to the north of Lamar County. Map 1 below provides a view of the County, and Map 2 shows Activity Centers that are located throughout Lamar County.

MAP 1

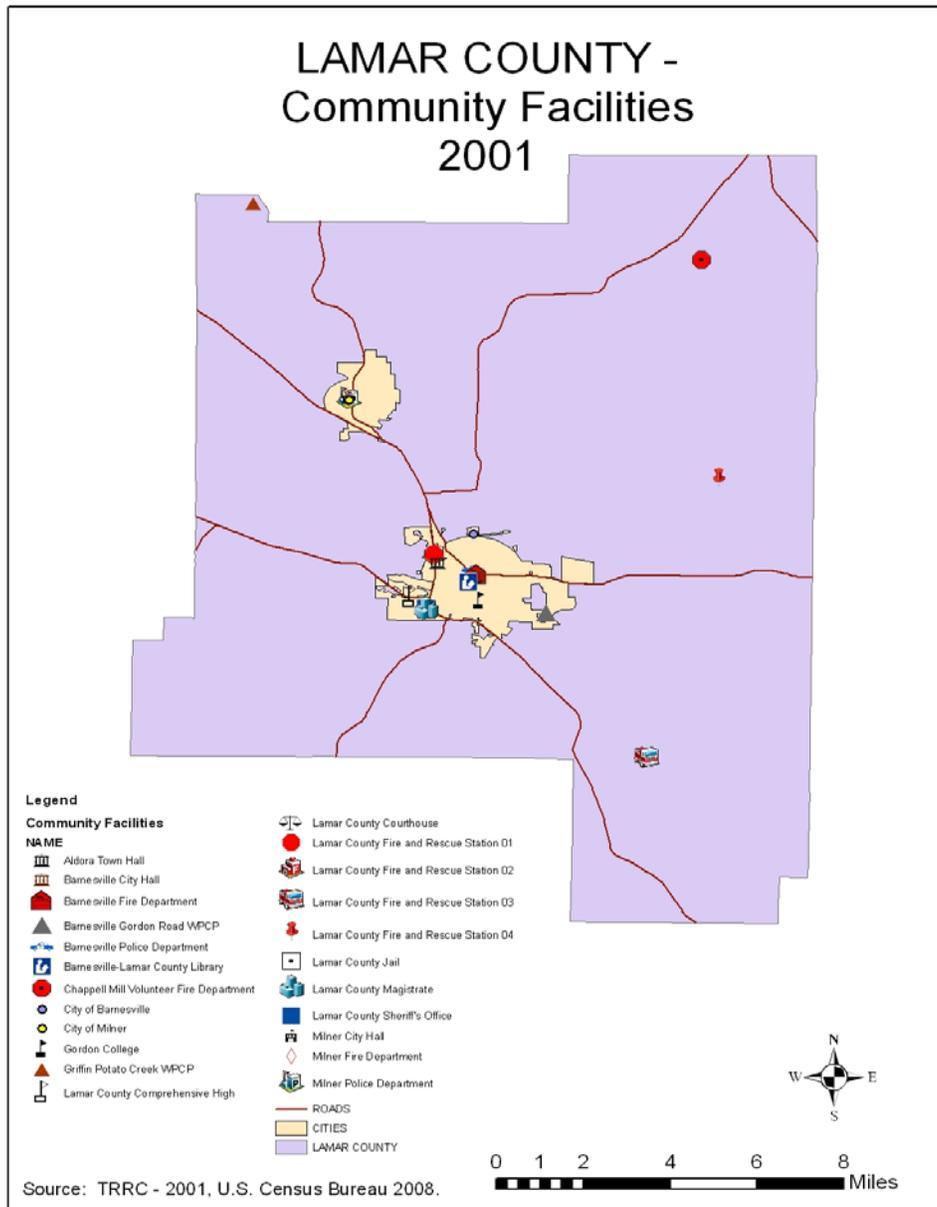
# Lamar County, Georgia



**Recreational Transit Activity Centers**

Some transit trips performed each year fall into the “other” category and generally include those trips that are recreational in nature. Senior citizens or the local senior centers may order trips to visit old historical sites, parks, or other types of recreational facilities. Map 2 below displays other possible destinations within the county for trips of this nature.

**MAP 2**



## **Transit Dependent Population – 2010**

Several characteristics tend to identify individuals that may be dependent on public transit. These characteristics may include families with low incomes, individuals with disabilities, and the number of individuals over age 65. Financial limitations, however, may make it difficult for low income populations to purchase and maintain an automobile. Individuals with temporary or permanent disabilities that limit their ability to drive can be served by local transportation services. Older adults face the decision about curtailing driving due to frailty and age related physical impediments such as reduced vision.

In Lamar County, the Three Rivers Transit System caters heavily to the transit dependent population. The transit system for the County currently performs between 8,000 and 10,000 trips per year. While the percentages fluctuate from year to year, the two primary uses for transit in Lamar County are related to senior citizen activities and employment based activities. Individuals within these two population groups greatly benefit from the transit program. This is especially true with the senior citizens, as it affords them the ability to continue to contribute to the community. Some of the general benefits of access to public transportation include the following:

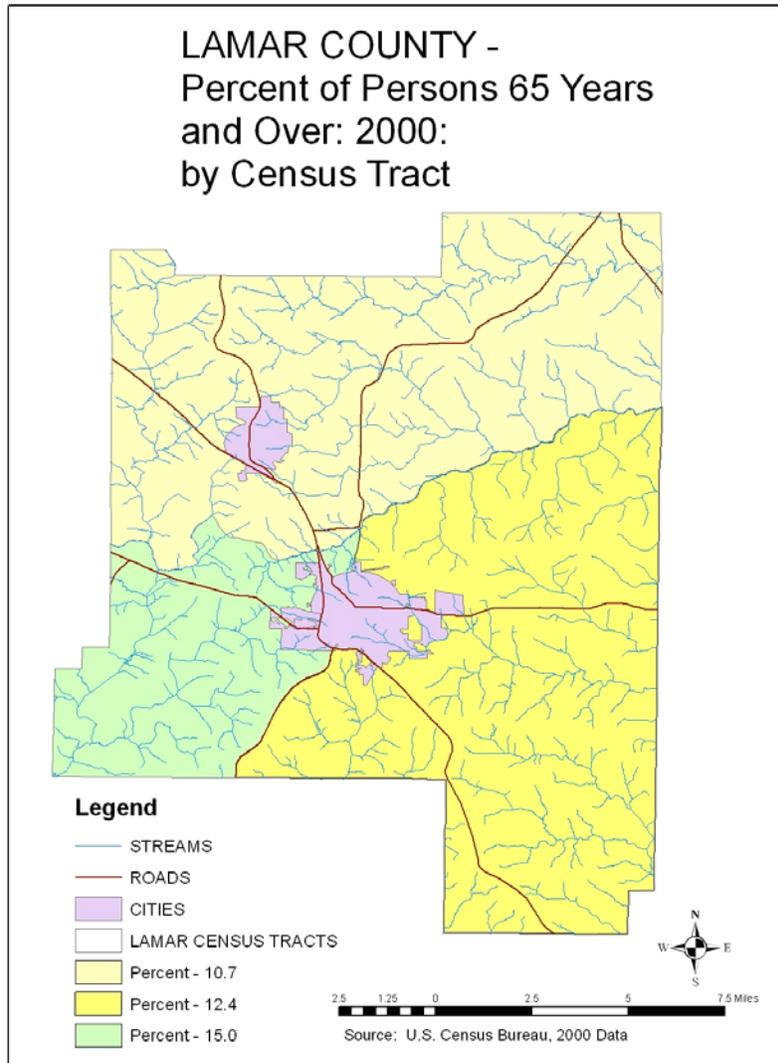
- Providing access to employment.
- Access to routine medical care, which reduces emergency room visits and associated costs.
- Continued participation in the local economy. Public Transportation advocates cite that \$4 in economic activity is generated for every \$1 spent supporting transit services.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

## **Findings**

On a county wide level, approximately 47.8% of the County's population meets the criteria to be considered transit dependent. This is due to the high number of senior citizens who make-up the County's population. In fact, data from the 2000 Census indicates that the County's population is comprised of 12.6% of senior citizens, 11.2% of low income, and 24% of disabled adults between the ages of 21-64. There are portions of people from each of these groups that are already riders of the local transit system. Those not currently using the public transit system are assumed to have access to other modes of transportation, or are not in need of public transit services at this time. The performance and demand analysis outlined in later sections of this study demonstrate that the existing transit fleet size is sufficient to handle the current demand. If demand from the transit dependent population group were to increase above current levels, additional vehicles would be needed to accommodate these individuals.

The remaining sections of the demographic analysis will cover the existing conditions for each specific group that could be part of the traditional transit dependent population. Comments related to demand from these groups will be in the demand analysis portion of this transit development plan.

**MAP 3**  
**Lamar County Senior Citizen Population Centers – 2000**



The TRRC performed a census block analysis of the three main population types that are considered to be the primary “transit dependent population”. One of those populations is senior citizens, and 2000 census information placed seniors in Lamar County as 12.6% of the total population. In Map 3 above, above the TRRC has identified the areas of highest concentration for the senior population. Most of the senior population is located in areas served by a major road connection, which allows for more efficient route scheduling.

Senior citizens on fixed incomes are more likely to become users of transit when it is available. In Lamar County, surveys indicated that senior citizens accounted for 33% of the total trips performed during the 2009 service year. Providing seniors with access to transit allows them to live independently for longer periods of

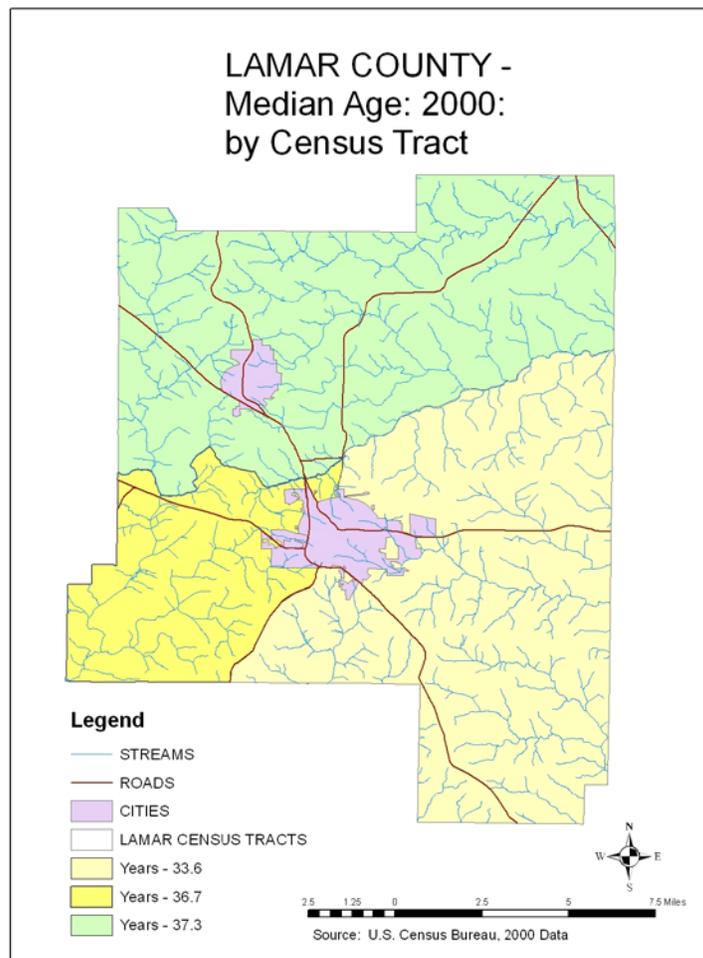
time, continue to contribute to the local economy, and helps to provide access to routine medical care.

### **Lamar County Median Age**

Using GIS analysis, the TRRC has identified the areas of the county that should undergo the most rapid growth of the senior citizen population. The median age map identifies the northern portion of Lamar County as having the highest median age. The two highest areas of median age concentration to consider for future planning are the north and western part of the county.

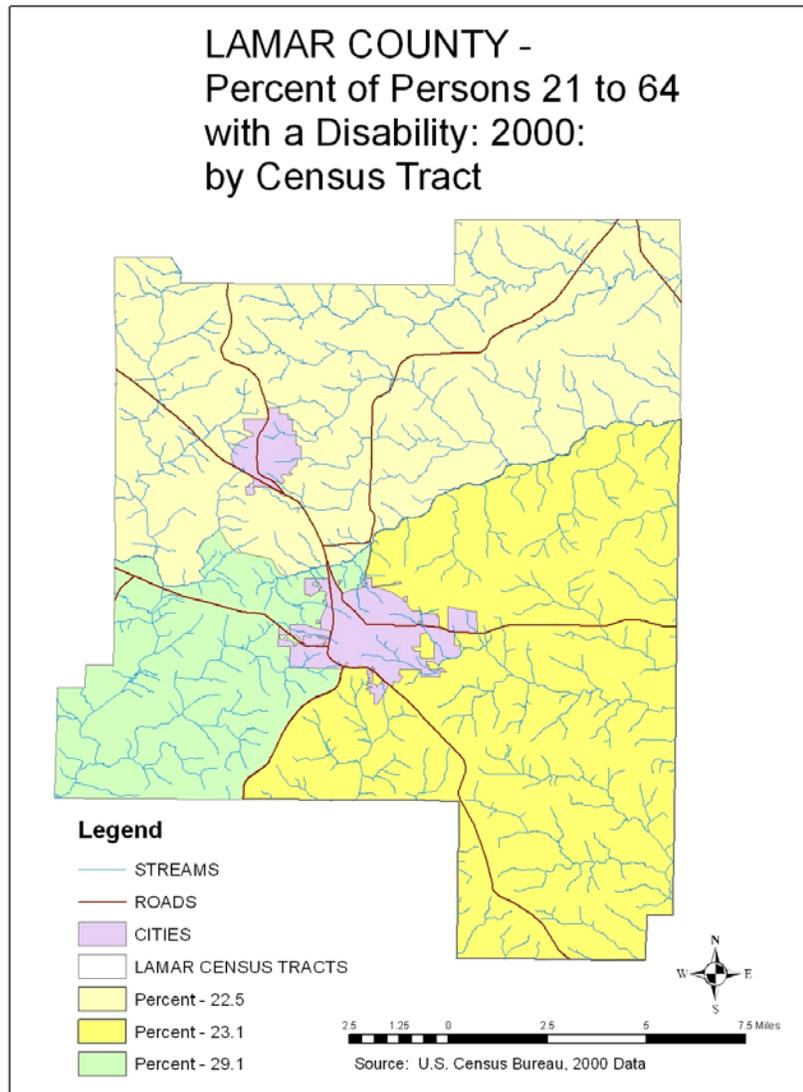
The remaining parts of the county include areas that have younger populations, and those areas should not have a higher need for transit services until 2020. Map 4 below provides a view of the median age distribution for Lamar County as of 2000.

**MAP 4**



### MAP 5

#### Lamar County Disabled Population (Ages 21-64)



The TRRC conducted an analysis of the disabled population based on 2000 census update figures, and limited the analysis to the 21-64 age group. Persons aged 65+ would already be identified in the senior citizens analysis and were not included in this particular analysis. The 21 to 64 year old disabled population represents approximately 24% of the total population for Lamar County. There are approximately 1,118 persons within this age group who are disabled but also employed. While transit ridership statistics are not kept for disabled passengers, the current fleet for the Lamar County portion of the regional transit does include one (1) vehicle that is wheelchair lift equipped.

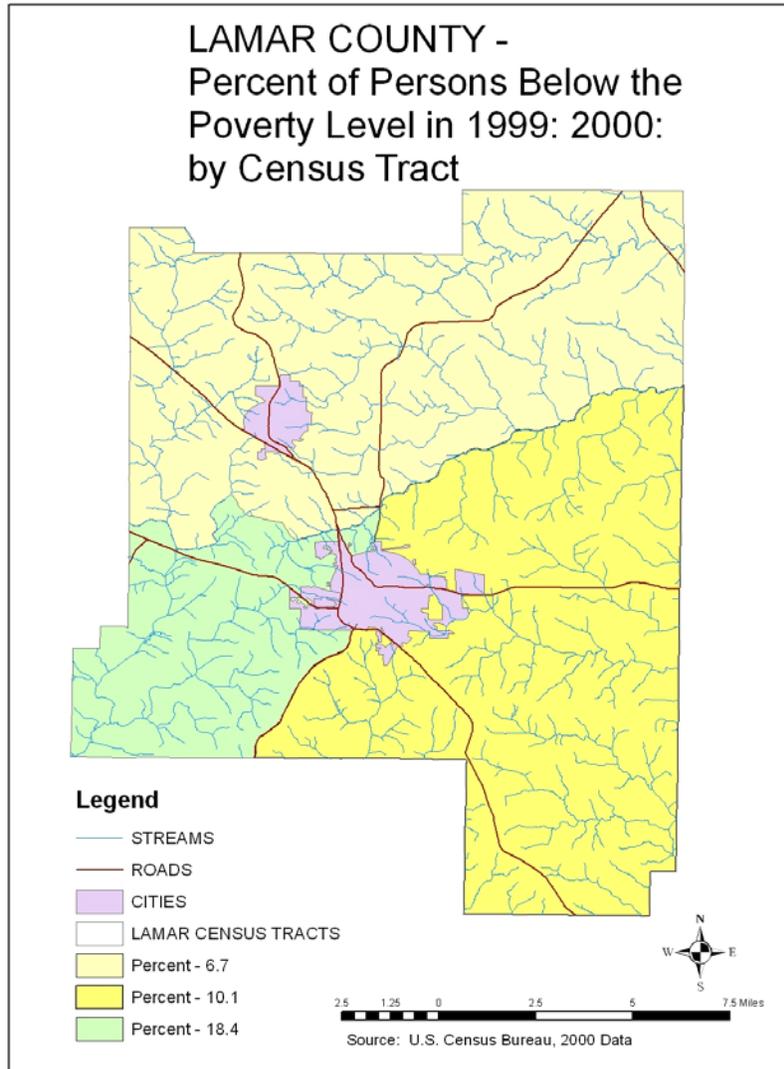
**TABLE 1**  
**Disability Population - 2000**

<b>Population 21 to 64 years</b>	<b>8,807</b>	<b>4,237</b>	<b>4,570</b>
With a disability	2,150	1,097	1,053
Percent employed	52.5	57.1	47.8
No disability	6,657	3,140	3,517
Percent employed	77.2	86.4	69.0

Source: U.S. Census Bureau

### MAP 6

#### Potential Ridership Based On Income



National studies of public transit over the years have continuously shown that low to moderate income workers are most likely to use public transit where the service is available. A common income threshold that is used to estimate potential ridership based on income is approximately \$25,000 per year. However, with fuel prices changing in an unpredictable manner, it is possible that local demand for transit could increase across several income groups.

In Lamar County, the TRRC used the census data to identify geographic areas of potential ridership based on income below the poverty level. Based on the income analysis, the largest concentrations of low income households are in the central and southern portions of Lamar County. The areas with smaller percentages of low income populations are least likely to use public transit, but would likely use available carpools, vanpool programs, or a commute alternative with a destination outside of the county.

## **PROGRAM GOALS AND OBJECTIVES**

The main program objective of the Three Rivers Transit System for the Lamar County area is to provide cost affective and affordable public transportation to all citizens within Lamar County through participation in the regional public transportation program administered by the TRRC.

### **Short Term Goals and Objectives: 2010 – 2015**

The Short-term Goals and Objectives of the Three Rivers Transit System for the period 2010 through 2015 are as follows:

- Provide public transportation to residents of Butts, Lamar, Pike, Spalding, and Upson Counties.
- Contract with the Department of Human Services and other interested local groups to provide purchase of service trips in order to reduce the operating cost required by local governments.
- Expand the regional transit program to include neighboring Counties that have no local transit, and are seeking to participate in a cost effective regional transit system that serves local needs.
- Develop and implement an effective marketing campaign.
- Offer technical assistance to TPO regarding bookkeeping, transit system operations enhancement recommendations, and identifying training opportunities.
- Achieve or exceed all Section 5311 service criteria as outlined in the GDOT administrative guide.
- Evaluate scheduling and trip routing options to identify the most effective way to operate the system.
- Ensure that the TPO is complying with all federal and state guidelines for operating the transportation program.

## SYSTEM PERFORMANCE

The Three Rivers Transit System adheres to the GDOT performance standards outlined in its administrative guide. The performance standards involve meeting any combination of performing 500 trips per month, meeting or exceeding 120 service hours, meeting or exceeding 1,000 service miles, and meeting or exceeding 10% in fare collections. Lamar County is a participant in this regional program; and based upon the statistical demographics for the County, it does meet the GDOT criteria for performance requirements.

**TABLE 2**

**GDOT System Performance Measures (Monthly Averages)**

Participation Based Upon any Combination of the Following	Exceeded Standards	Meets Standards	Did Not Meet Standards
500 Trips Per Month		X	
120 Service Hours		X	
1,000 Vehicle Miles	X		
10% Farebox Target	X		

### **General Transit System Information for Lamar County:**

General statistical and financial information relating to the Transit System in existence in Lamar County is provided below:

Public Fare Cost:           \$2.00 per one way trip  
Trip Types -               Senior Trips: **38%**  
                                       Employment: **53%**  
                                       Other: **8%**

### **System Usage FY 2009 (July 2008 – June 2009)**

1. Total Trips: **9,272**
2. Avg Trips Per Month: **534**
3. Total Miles Traveled: **62,773**
4. Average Distance Per trip: **6.7 Miles**
5. Peak Usage Times: **6 to 9:30 AM & 3 to 5:30 PM**

### **Performance Evaluation Findings:**

Based on GDOT performance measures for a rural transit system, the Lamar County portion of the Three Rivers Transit System currently meets or exceeds most program performance requirements. Also in 2009 one Lamar Transit vehicle was damaged in an accident and out of service for the final four months of the fiscal year. Due to that vehicle being out of service, the operational numbers for the year were not as high as expected.

### **Trips Per Month Standard**

The vehicles utilized for the transit system serving Lamar County typically average over 500 trips per month. During the final four month period, March 2009 through June 2009, one vehicle was out of service for an extended time due to an accident, and caused yearly operational numbers to come in lower than expected. During peak travel hours, which are from 6:00 a.m. to 9:30 a.m. and 3:00 p.m. to 5:30 p.m., the vehicles are currently operating near full capacity. During off peak travel hours, the vehicle still has the capacity to increase its performance to accommodate more trip requests.

## **DEMAND EVALUATION**

The Lamar County component of the Three Rivers Transit System is a consistent trip generator within the regional system. Local surveys in 2010 indicate that 53% of transit ridership in Lamar County is employment related, 8% for recreational purposes, and 38% of transit trips are for senior citizens. It is logical to assume that the availability of local transit greatly assists all citizens with obtaining and retaining employment, and provides the senior citizens with a way to continue to live independently. Transit demand will continue to grow in the coming years as more commercial development occurs, and as the senior population grows.

### **Current Demand**

As previously indicated, Lamar County currently has two (2) vehicles in operation in the Three Rivers Transit System. The vehicles are able to meet the current local demand for transit service. The TPO has registered no complaints of having to deny requests for public trips. Trip volume has been relatively stable, even as marketing efforts have been underway. If trip volumes were to increase to the point to where the Lamar County vehicles were averaging at least 600 trips per month on a consistent basis, then a request to add more vehicles should be considered.

### **Public Involvement: Community Survey**

In 2003 a comprehensive transportation plan was completed for the three county area of Lamar, Pike, and Upson Counties. As one of the components of the plan, an intensive public survey was conducted to obtain input from the citizens on what they felt were the top transportation priorities facing the county. At the time of the study transit did not make the list of top concerns because the transit system was new and not very well known to the local citizens.

**Journey and Mode to Work**

As part of the Lamar, Pike, and Upson Transportation study, Journey to Work and Mode to Work data were analyzed using census 2000 information. The table below refers to how many people worked in or out of the county, and provide a census block and county wide analysis of the mode of transportation the citizens used at that time.

**TABLE 3**  
**Journey to Work Data**

Census Tract	Worked in Lamar Co.	Worked Outside Co.	Worked Outside State	Total	Percent Working in Co.
2	451	1934	16	2401	19%
3	1425	1511	17	2953	48%
4	617	1047	8	1672	37%
<b>Total</b>	<b>2493</b>	<b>4492</b>	<b>41</b>	<b>7026</b>	<b>35%</b>

Source: 2000 Census

Census Tract	Drove Alone	%	Carpooled	%	Public Transportation	%	Walked	%	Other Means	%	Worked at Home	%	Total
2	1938	81%	417	17%	0	0%	0	0%	25	1%	21	1%	2401
3	2361	80%	457	15%	14	0%	29	1%	16	1%	76	3%	2953
4	1213	73%	315	19%	31	2%	31	2%	78	5%	4	0%	1672
<b>Total</b>	<b>5512</b>	<b>78%</b>	<b>1189</b>	<b>17%</b>	<b>45</b>	<b>1%</b>	<b>60</b>	<b>1%</b>	<b>119</b>	<b>2%</b>	<b>101</b>	<b>1%</b>	<b>7026</b>

Source: 2000 Census

Lamar County CTP

When Census 2000 data was collected the regional transit system was just beginning and the use of public transit will likely increase after the 2010 Census figures are released. The I-75 corridor is attracting the interest of industrial and commercial employment centers that will likely provide additional jobs to Lamar County, and will increase demand for transportation facilities, including transit, to the area. It should be noted that new census data will be available by the time the Lamar County transit plan will need a new update. The new data may show more use of transit as a travel alternative in light of expansions by GRTA vanpools, GRTA express bus, and increased local transit ridership.

**Future Transit Needs**

The Lamar County transportation study did go on to comment that the county would see a 100% rise in the number of senior citizens, and that many of them would likely need access to public transit services. In the demographic analysis portion of this plan, Maps 3 & 4 show the locations of the current senior citizen population as well as the areas of the county where more seniors are likely to live over the next twenty years.

Over the next five years the most likely transit needs of Lamar County citizens will continue to be to assist with mobility for senior citizens, to help local citizens gain and retain employment, and to provide access to social, recreational, and medical types of services. If the current vehicle averages were to approach 600 trips per month, then the County would need to consider whether or not to add additional capacity to service all of the transit needs.

**Human Service Transportation Needs**

DHS provides transportation funds for local citizens who are enrolled in its various programs. Where possible, DHS purchases trips on local transit systems, and the additional revenue generated helps to keep the annual operating cost low to local governments that provide public transit.

DHS conducted a needs assessment survey of their clients, and had the following findings:

**FIGURE 2  
Unmet Travel Needs by Age Group**

<b>Need Categories</b>	<b>Under 16</b>	<b>17-54</b>	<b>55-59</b>	<b>Over 60</b>
Going to Work	2%	81%	14%	3%
Grocery Shopping	0%	44%	11%	45%
Social Services	0%	55%	20%	26%
Finding a Job	2%	86%	8%	4%
Pharmacy and Drug Store	0%	26%	12%	62%
Medical Care/Dr. Visits	0%	39%	11%	49%

If these needs are broken down into age groups, the following issues are of the most importance:

1. 17 to 54 Year Olds:           Going to work and finding work
2. 55 to 59 Year Olds:        Obtaining social services and going to work
3. 60+ Year Olds:             Pharmacy and medical service visits

The results of this survey indicate that these age groups need transportation that is not currently being provided by DHS. In 2010, DHS will begin a new regional survey and the unmet needs data is expected to change. If state funding was available to meet these needs, it would likely increase the amount of ridership on Lamar County vehicles and bring in more revenue to help cover daily transit operating expenses. Or the additional revenues would help to fund a possible expansion to grow the Lamar County fleet to three vehicles.

### **Demand Evaluation Summary**

The Council on Aging for McIntosh Trail and the TRRC are both involved in regular marketing and public awareness efforts during each year. These marketing efforts have helped to keep the ridership on the system stable for several years, but both agencies have found it very challenging to maintain a sustained level of public awareness about the system. In 2010 the Council on Aging for McIntosh Trail and the TRRC plan to continue marketing efforts that involve using a combination of one page handouts, distributing transit system information to major activity centers, and to utilize existing media outlets when opportunities arise.

Based on available program data the Lamar County component of the Three Rivers Transit System is capable of handling existing demand. Based on reviews of trip denial logs at the Council on Aging for McIntosh Trail, no trip requests are being regularly denied due to availability or capacity issues. Therefore unless trip volume increases or demand for additional service is requested by the citizens of the County, it may be assumed that the current fleet of two (2) vehicles is sufficient for the next 3-5 years.

## Transit Alternatives

### Fixed Route Services

There is currently no fixed route transit services offered within Lamar County. In regards to any Section 5311 funds being used to provide fixed route service, the GDOT administrative guide has issued the following guidance.

**Fixed-route, fixed schedule service may also be appropriate in areas of sufficient population density. Fixed-route services operate along a prescribed path on a fixed schedule, serving pre-established stops and sometimes flag stops. However, such service usually requires the provision of separate complementary paratransit service under the provisions of the Americans with Disabilities Act (ADA) (described later in this section). In most rural areas and small communities, route deviation service will be the appropriate and cost-effective way to implement scheduled services that comply with the ADA requirements. Implementation of fixed-route, fixed-schedule service with ADA complementary paratransit should only be considered after planning efforts have determined that the projected demand will support such service, and that ADA requirements can be met in a cost-effective manner.**

### Commuter Rail

Commuter rail has been studied extensively in the Spalding and Lamar County areas for over the last fifteen years. Commuter rail would benefit Lamar County and the rest of the TRRC region by providing a direct connection to downtown Atlanta. If commuter rail were to become a reality, Three Rivers Transit System would likely expand its capacity to become a feeder system to the commuter rail service.

**MAP 7  
Commuter Rail Line**



**FIGURE 3**

Station	Fares to MMPT (one-way / monthly)	Running time to MMPT *
Forest Park	\$4.10 / \$3.30	25 min
Morrow	\$4.60 / \$3.70	29 min
Jonesboro	\$5.50 / \$4.50	36 min
Lovejoy	\$6.30 / \$5.00	46 min
Hampton	\$7.30 / \$5.80	55 min
Griffin	\$8.20 / \$6.60	1 hr 7 min
Barnesville	\$9.10 / \$7.30	1 hr 28 min
Forsyth	\$10.10 / \$8.10	1 hr 48 min
Bolingbroke	\$11.00 / \$8.80	2 hr 01 min
Macon local	\$11.90 / \$9.50	2 hr 23 min
<b>Potential future Macon 2-stop express</b>		<b>1 hr 45 min</b>

*Source: Georgia Passenger Rail Authority 2003*

For residents of Lamar County, the likely train terminal destination would be in Barnesville with alternate entry points at the Griffin terminal or the Forsyth terminal. With fuel costs fluctuating between \$2.00 to \$4.00 per gallon, the cost of taking public transit to link to the train terminals is more feasible than it was at the time of the last Atlanta to Macon rail corridor study.

In recent years the commuter rail concept has gained momentum and a project approval was voted for by the GDOT Board of Directors in the Fall of 2007. In 2008 the commuter rail concept was presented to the Georgia General Assembly for funding for operations and maintenance. The Georgia General Assembly passed a resolution of support for the commuter rail line, and urged GDOT to implement the service. As of June 2008, GDOT is in the implementation planning phase to begin operations, and the first phase of the project will provide service from Atlanta to Griffin.

In order to assist passenger rail to begin operation, the private sector has gotten involved to help to build a business case for the rail line. The group is called the Georgians for Passenger Rail, and they have raised money to fund additional studies along the rail corridor. The studies will update travel demand, farebox fees, operations and maintenance costs, and update other planning and environmental considerations needed to begin rail service.

## Georgia Regional Transportation Authority (GRTA)

### GRTA Vanpool Service

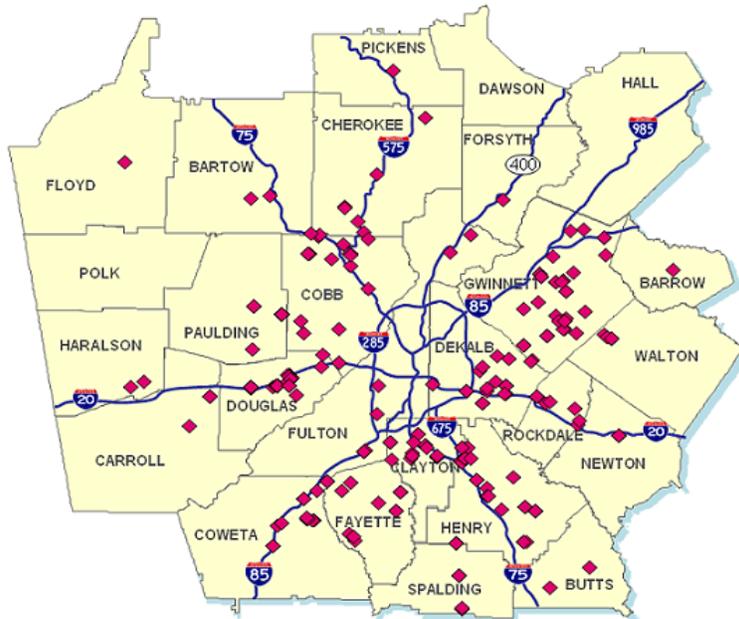
A vanpool is a group of 7-15 people who have a similar commute pattern and agree to commute together in a van while sharing the costs of the commute. Vanpools are a flexible form of transit, allowing the occupants to choose whether to pick up participants from a park-and-ride lot, personal residences, a common meeting point or a combination. Vanpools are typically organized with a volunteer driver operating the vanpool and receiving a free commute. The fares paid by the riders normally covers depreciation of the van, vehicle maintenance and insurance. Generally, a driver makes a month-to-month commitment to participate in the vanpool.

Vanpool programs are used widely throughout the Atlanta area as an alternative means of transportation, and can carrying as many as 15 commuters on each one way trip. Vanpools can help an area reduce the amount of cars on the road each day, and provide a cost effective means of providing some type of mass transportation to commutes between Lamar County and downtown Atlanta.

Currently there are no known vans that are driven by Lamar County citizens that commute to downtown Atlanta. Since there is no park and ride in Lamar County for citizens to use, any new vanpool created would likely need to use a retail parking lot to coordinate a trip.

### Vanpool Service Map

**Map 8**  
**GRTA Express Bus/Vanpool Service Area**



### **Ridefind:**

The regional ride matching service for the vanpool program maintains a database of individuals who work in the region, and who have expressed a desire to commute to work via carpool or vanpool. This commuter database uses a person's home address, work address and work hours to find others who live and work near them and who have similar schedules. Information on Ridefind and the vanpool program can be found by utilizing the following link: [www.187ridefind.com](http://www.187ridefind.com).

### **Carpool World:**

There are various carpool sites where citizens can enroll in order to form a new carpool to a common destination. One such site is Carpool World ([www.carpoolworld.com](http://www.carpoolworld.com)), and citizens can sign up there to attempt to form a carpool.

### **Express Bus Service**

Lamar County does not have an established commuting pattern towards the Atlanta Area, and citizens who are able to drive to a nearby park and ride lot could participate in the GRTA express bus service. The closest GRTA express bus service to citizens in Lamar County is located north in Henry County at Exit 218. At the present time GRTA has stated that the express bus service in Henry County is standing room only, and GRTA is working with Henry County to try to expand the service.

### **Private Transportation Solutions:**

There are a variety of local taxi companies that provide transportation within the Lamar County area. These services charge rates much higher than the fee charged by the public transit system, but they also have a greater ability to accommodate nearly any trip request at any time.

## Capital and Operating Plan

Since Lamar County is part of the Three Rivers Transit System, its operating budget is combined with the operating budgets from Lamar, Pike, Spalding, and Upson Counties. In order to help with planning and programming, GDOT moved from a calendar year funding cycle to a fiscal year funding cycle. The budget reflected below is a 12 month budget for the Three Rivers Transit System from July 1, 2009 to June 30, 2010.

<b>Transit Development Plan Budget Worksheet</b>		
Operating Period:	From: July 1,2010	To: June 30, 2011
County/City: Three Rivers Transit System		
<b>Part A: Expenditures Estimate</b>		
Line Item Description	TOTAL BUDGET	
<b>ADMINISTRATIVE BUDGET</b>		
1. Director Salary	37,000	
2. Supervisory Salary	26,367	
3. Bookkeeper Salary	10,936	
4. Secretary Salary	9,953	
5. Training	500	
6. Marketing	500	
7. Telephone	1,650	
8. Office Supplies	1,000	
9. Facilities/Rental	8,100	
10. Computer Software Maintenance	1,000	
11. Audit	3,500	
12. Other		
<b>SUM OF LINES 1-12 = ADMIN BUDGET</b>	<b>100,505</b>	
13. Driver Salary	315,355	
14. Dispatcher Salary	24,520	
15. Mechanic Salary	-	
16. Fuel	167,000	
20. Maintenance and Repair	25,000	
21. Vehicle Insurance	-	
22. Drug and Alcohol Testing	550	
23. License	-	
24. Uniforms	-	
25. Other	6,000	
<b>26. EXPENSE TOTAL (sum of lines 1-25)</b>	<b>638,931</b>	

<b>NET OPERATING DEFICIT SUMMARY</b>	
27. Less Purchase of Service Revenue	524,784
28. Net Operating Expense (Line 26 minus 27)	114,147
29. Less Fare Revenue (10% of line 28)	11,415
30. Net Operating Deficit (line 28 minus 29)	102,732

<b>NET DEFICIT FINANCIAL SUMMARY</b>	
31. Purchase of Service Income	
32. Net Local Match (50% of line 30)	51,366
33. Excess Purchase of Service Income Above Local Match (line 31 minus 32)	0

**5311 Application Budget  
Page 2 of 2**

<b>Part B: Net Operating Budget</b>			
Line Item Description	Total Budgeted Costs	GDOT Share (50%)	Local Share (50%)
34. Net Operating Deficit (line 30)	102,732	51,366	51,366
35. Less Excess Purchase of Service Income above Local Match (line 33)	0	0	0
36. OPERATING BUDGET TOTAL (line 34 minus 35)	102,732	51,366	51,366

<b>Part C: Capital Expenditures Estimate (15% State Match is for vehicles only)</b>						
CAPITAL BUDGET	A	B	C	D	E	F
Equipment Description	Unit Cost	No. of Units	Total Costs	Federal (80%)	State (10%)	Local (10%)
37. Standard Van	37,800	0	0	0	0	0
38. Modified Van	27,000	0	0	0	0	0
39. Conversion Van	41,800	0	0	0	0	0
40. Conversion Van/Lift	44,000	0	0	0	0	0
41. Shuttle Van	43,300	0	0	0	0	0
42. Shuttle Van /Lift	46,700	0	0	0	0	0
43. Shuttle Bus	47,300	0	0	0	0	0
44. Shuttle Bus/Lift	53,200	0	0	0	0	0
45. Mobile Radio Unit	2,000	0	0	0	0	0
46. Base Station	7,000	0	0	0	0	0
47. Computer, Printer, Software	4,000	0	0	0	0	0
48. Computer & Dispatching Software	21,500	0	0	0	0	0
49. Other		0	0	0	0	0
50. Other		0	0	0	0	0
<b>51. Capital Budget Total (sum of lines 37 thru 50)</b>			0	0	0	0

<b>Part D: BUDGET SUMMARY</b>				
	A	B	C	D
Budget Totals	Total	Federal	State	Local
<b>52. Operating Budget Total (line 36)</b>	0	51,366		51,366
<b>53. Capital Budget Total (line 51)</b>	0	0	0	0
<b>Grand Total (sum of lines 52 and 53)</b>	0	51,366	0	51,366

### Section 5311 CY 2011 Budget Methodology

### CY 2011 Ridership Projection

Contract Year	Ridership	Active Vehicles
2011	76,000	13

### FAC

Total CY2011 Expenses:	638,931
Total CY 2011 Trips:	76,000
FAC:	\$8.41

### Budget Summary

The Section 5311 program budget is created by determining the operating cost for the year, deducting a farebox revenue goal from the total operating cost, and then assessing the difference between the state and local governments. Local purchase of service contracts and farebox collections generate revenue for the transit system and **buy down** the local match obligation. If enough farebox or purchase of service revenue is generated, it can buy down the entire local obligation.

As the state contractor for both DHS Human Service Transportation and GDOT Rural Public Transportation, the TRRC ensures that its transit operators coordinate trips between systems to maintain a certain level of purchase of service revenue to keep the costs low to participating local governments.

### Local Match Requirements 2011 to 2015

The TRRC pro-rates the amount of local match for each participating local government based on the percentage of the vehicle fleet. Lamar County has two (2) vehicles, and is approximately 15% of the regional system. Therefore once the TRRC calculates the local match required for a contract year, Lamar County is asked to provide 15% of the total matching funds. The local operational match expenses will assume that the fleet size remains at two (2) vehicles through the year 2015. The TRRC

will use the FY 2011 required match as a baseline funding level, and adjust 5% per year for inflation.

A capital acquisition cost will be programmed in 2012 as old the vehicles are replaced due to expected wear and tear. The capital costs also assume the local governments will be required to provide a 10% replacement cost match.

Capital replacements and expansions for this scenario are programmed as follows:

FY 2013:

1 Shuttle Bus

FY 2014

1 Wheelchair Lift Shuttle Bus

Local Operating and Capital Match Based On Two Vehicles (Existing Fleet)

Year	2011	2012	2013	2014	2015
Operating	\$ 7,705	\$ 8,090	\$ 8,495	\$ 8,919	\$ 9,365
Capital	\$ -	\$ -	\$ 4,670	\$ 4,330	\$ -
<b>Total</b>	<b>\$ 7,705</b>	<b>\$ 8,090</b>	<b>\$ 13,165</b>	<b>\$ 13,249</b>	<b>\$ 9,365</b>

**\*\* These figures only represent the Lamar County local match, not the GDOT match for the regional system.**

GDOT requires a five year capital and operations estimate for all rural transit development plans, and the full Three Rivers Transit System operating and capital costs can be found in Appendix E.

## **Appendix A: Sample County Authorizing Resolution**

AUTHORIZING RESOLUTION  
BETWEEN  
LAMAR COUNTY  
AND  
THREE RIVERS REGIONAL COMMISSION  
(TRRC)

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

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

**THEREFORE**, the parties agree as follows:

Article I.

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

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

Article II.

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

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

\_\_\_\_\_  
Chairman, Lamar County

\_\_\_\_\_  
Date

## **Appendix B: Sample County Contract**

### **SECTION 5311 PUBLIC TRANSPORTATION SERVICE AGREEMENT**

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

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

**AND**

#### **THREE RIVERS REGIONAL COMMISSION**

### **PREAMBLE**

This Agreement is made and entered into this 1st day of July, 2010 by and between the Board of Commissioners of LAMAR County hereinafter referred to collectively as the “COUNTY”; and THREE RIVERS REGIONAL COMMISSION, hereinafter referred to as “TRRC”; and shall terminate on the 30th day of June, 2011, unless terminated earlier under other provisions of this agreement.

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

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

NOW, THEREFORE, the parties agree as follows:

### **ARTICLE I**

#### **TERM OF AGREEMENT TERMINATION PROVISIONS AND ATTACHED DOCUMENTS**

1. **Engagement:** The TRRC is retained and engaged by the counties for the purpose of operating a 49 U.S.C. 5311 public transportation program.

2. Term of Agreement: The term of Agreement shall be from July 1, 2010 through June 30, 2011.
3. Termination of Agreement: The COUNTY or TRRC reserves the right to terminate this Agreement for just cause upon 60 (sixty) days written notice to the other party.

## **ARTICLE II**

### **SCOPE OF WORK**

#### **COUNTY RESPONSIBILITIES**

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

#### **TRRC RESPONSIBILITIES**

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

#### **ADDITIONAL RESPONSIBILITIES**

1. The TRRC and the third party operator shall defend all lawsuits, not related to insurance claims, brought upon the FTA Section 5311 regional public transportation program (commonly known as the Three Rivers Regional Transit System), or any claim related to the aforementioned public transportation program. The TRRC agrees to pay in full all costs and expenses incidental thereto; however, a COUNTY may have the right, at its own expense, to participate in the defense of any suit, without relieving TRRC of any obligation.

2. All wages, salaries, fringe benefits, other employee costs, services, fuels, lubricants, parts, materials, taxes and the expenses required for the performance of this contract shall be supplied and paid for by the third party operator retained by the TRRC. Payment from the COUNTY to the TRRC for all expenses incurred in fulfilling the intent of this contract shall be the fund amount listed in Article IV.
3. TRRC shall operate the FTA Section 5311 Regional Public Transportation program services in accordance with the guidelines and policies set by GDOT. TRRC further agrees to maintain appropriate books, records, documents, papers, and other evidence pertaining to public transportation operations for the period of this Agreement and for three years beyond the period of this Agreement and to make such materials available for inspection, upon request by the Authorized Representative or his designee, any COUNTY, and the GDOT or their representatives.
4. Service expansions or improvements may be recommended by TRRC to the participating COUNTY. It is agreed that the TRRC must have approval and additional funds (if applicable) from the COUNTY before implementation of expansions or improvements.

## **ARTICLE III**

### **SCOPE OF SERVICES**

#### **SERVICES TO BE OFFERED**

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

1. This service (demand response transportation) will be offered only under the terms of this agreement.
2. Demand response service constitutes service with at least 24-hour advance notice. Any advance notice less than 24-hours should be worked into the regular schedule when feasible. Demand response service is either subscription service (prearranged to meet the repetitive travel needs of riders) or random service (scheduled sporadically by riders).
3. Service is available to passengers a minimum of 8 (eight) hours a day, Monday through Friday excluding holidays.
4. Passenger constitutes any resident of Butts, Lamar, Pike, Spalding, and Upson COUNTIES, and a passenger trip constitutes transporting one passenger one-way between two locations.

## REVENUE AND EXPENSE REPORTING AND INVOICING

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

## ACCIDENT REPORTING

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

## FEDERAL COMPLIANCE

The COUNTY and TRRC must agree as a condition of participating in the Section 5311 Rural Transportation Program, that:

1. No persons shall on the grounds of race, color, religion, creed, national origin, sex, age, or handicap be excluded from participation in, or denied the benefits of, or be subject to discrimination under any project, program, or activity for which this recipient receives federal financial assistance from the Federal Transit Act;
2. TRRC or its third party operator shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, or national origin, and shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, religion, sex, or national origin;
3. TRRC or its third party operator will conduct any program or operate any facility that receives or benefits from federal financial assistance administered by the Department of Transportation in compliance with all requirements imposed by or pursuant to 49 CFR, Part 27, Non-discrimination on the Basis of Handicap in Federally Assisted Programs and Activities received or benefiting from Federal Financial Assistance.

## ARTICLE IV

### COMPENSATION

Operating: \$7,705

The COUNTY's maximum obligation to the TRRC shall not exceed \$ 7,835 (Seven thousand seven hundred five dollars) for services rendered and equipment purchases between July 1, 2010 and June 30, 2011. This maximum amount will be requested no more than monthly and no less than once a year, and the amount requested can be less than the maximum amount if the transit system exceeds its yearly ridership goals.

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

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Board of Commissioners

ATTEST:

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Clerk, Board of Commissioners of  
LAMAR County

**Three Rivers Regional Commission**

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Lanier E. Boatwright, Executive Director

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Witness

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Tim Lassetter, TRRC Chairman

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Notary Public (Seal)

## TERMS OF USAGE

**An Attachment to the Service Agreement Between**  
*The Boards of Commissioners of LAMAR County*  
**AND**  
**THREE RIVERS REGIONAL COMMISSION**

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

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

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

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

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

## Appendix C: Sample Press Release

Three Rivers Regional Commission  
Post Office Box 818  
Griffin, Georgia 30224

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DATE: January 1, 2010  
CONTACT: Robert Hiatt  
TITLE: Governmental Services Director  
PHONE: (678) 692-0510

*PRESS RELEASE*

FOR IMMEDIATE DISTRIBUTION

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### **PUBLIC TRANSPORTATION IN LAMAR COUNTY**



The regional public transportation program provides public transportation for residents of Butts, Lamar, Pike, Spalding, and Upson Counties, and has operated in the region since 1999. The regional public transportation program is administered by the Three Rivers Regional Commission, and is one of two suburban regional public transportation systems approved by the Georgia Department of Transportation.

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

In order to schedule a trip on the public transportation system, please call 770-229-4885. The fee is \$2.00 per one way trip, and the service is offered Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.

## Appendix D: Sample Advertisement FY 2010 Transit Brochure Page 1

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### When You Need Transportation To:

- *Medical Appointment*
- *Hospital (non-emergency)*
- *Work (Limited)*
- *Senior Center*
- *Bank*
- *Educational Facilities*
- *Shopping Centers*
- *Pharmacies*
- *Social Outings*

*And Many Other Places!*

**You Can Count On  
C.O.A.T.S.!**  
**(770) 229-4885**

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Serving The Transportation Needs Of:  
Butts, Lamar, Pike, Spalding and Upson  
Counties

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### Council on Aging Transportation Service

**(C.O.A.T.S.)**

**(770) 229-4885**



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

*Proudly Serving the Counties of:  
Butts, Lamar, Pike, Spalding and Upson*

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## FY 2010 Transit Brochure Page 2

### **Hours of Operation**

Monday—Friday 8:00 a.m.—5:00 p.m.  
(Excluding Holidays)

### **Transportation Cost**

\$2.00 Each Stop

Fares must be paid at time of boarding or prior to pick up. Drivers cannot make change or extend credit.

### **Scheduling Your Ride**

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

### **What do I do if my vehicle is late?**

Call the Transit office at (770) 229-4885 and we will check the status of the vehicle’s arrival time.

### **Who do I call if I have a question?**

**C**.O.A.T.S. wants to hear from you! If you have a question, complaint, compliment or simply a suggestion, please call: (770) 229-4885

### **PASSENGER RULES**

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

**Appendix E:**  
**TRRC Regional Transit Capital and Operating Projections**  
**2011 to 2015**

TRRC Regional Transit - 5 Year Capital and Operating Projection					
	CY 11	CY12	CY13	CY14	CY15
<b>Operating Cost</b>					
Total Expenses	\$638,931	\$670,878	\$704,421	\$739,642	\$776,625
Revenues	\$524,784	\$551,023	\$578,574	\$607,503	\$637,878
Net Operating Expense	\$114,147	\$119,854	\$125,847	\$132,139	\$138,746
Farebox	\$11,415	\$11,986	\$12,585	\$13,214	\$13,875
Deficit	\$102,732	\$107,869	\$113,262	\$118,925	\$124,871
Local Operating Match	<b>\$51,366</b>	<b>\$53,934</b>	<b>\$56,631</b>	<b>\$59,463</b>	<b>\$62,436</b>
GDOT Operating Match	<b>\$51,366</b>	<b>\$53,934</b>	<b>\$56,631</b>	<b>\$59,463</b>	<b>\$62,436</b>
<b>Capital Cost</b>					
	CY 11	CY12	CY13	CY14	CY15
<b>Total</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 46,700</b>	<b>\$ 43,300</b>	<b>\$180,000</b>
GDOT Match	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,670</b>	<b>\$ 4,330</b>	<b>\$ 18,000</b>
Local Match	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,670</b>	<b>\$ 4,330</b>	<b>\$ 18,000</b>

## **References**

1. Georgia DOT Section 5311 Administrative Guide
2. U.S. Census Bureau – Lamar County & Related Statistics
3. Lamar County Comprehensive Transportation Plan - 2002
4. Lamar County Comprehensive Plan 2009

## **Websites**

1. Georgia Department of Transportation – Intermodal Department
2. Georgia Regional Transportation Authority & Ride Find Home Page
3. Georgia Rail Passenger Authority
4. Community Transportation Association of America
5. Transportation Research Board & Transit Cooperative Research Program