

**TOWN OF NEW CASTLE, COLORADO**  
**RESOLUTION NO. TC 2022-04**

A RESOLUTION OF THE NEW CASTLE TOWN COUNCIL APPROVING A  
MEMORANDUM OF UNDERSTANDING WITH GARFIELD COUNTY SENIOR  
PROGRAMS.

WHEREAS, the Garfield County Senior Program provides transportation (the "Traveler") and nutrition (congregate meals); and

WHEREAS, the Town of New Castle ("Town") benefits from said services/program/resources to support New Castle's senior population; and

WHEREAS, the Town Council finds that entering into the Memorandum of Understanding ("MOU") attached hereto as Exhibit "A" will further the Town's goals and is in the Town's best interest.

NOW, THEREFORE, BE IT RESOLVED BY THE NEW CASTLE TOWN COUNCIL:


1. Recitals. The foregoing recitals are incorporated by reference as findings and determinations of the Council.
2. Adoption. Pursuant to Section 14.4 of the Town Charter, the MOU attached hereto as Exhibit A is hereby adopted by the Council, and the Mayor is authorized to execute the same.

INTRODUCED, PASSED, AND ADOPTED by a vote of 7 to 0 at a regular meeting of the New Castle Town Council held on January 18, 2022.

TOWN COUNCIL OF TOWN OF  
NEW CASTLE, COLORADO

  
\_\_\_\_\_  
Mayor Art Riddile

ATTEST:

  
Town Clerk Melody Harrison, CMC



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**7-PARTY MEMORANDUM OF UNDERSTANDING  
REGARDING GARFIELD COUNTY SENIOR  
PROGRAMS FOR 2022**

This Memorandum of Understanding is entered into between:

**The Garfield County Board of County Commissioners, ("BOCC")  
The City of Rifle, Colorado,  
The City of Glenwood Springs,  
Colorado, The Town of  
Carbondale, Colorado, The Town  
of New Castle, Colorado,  
The Town of Silt, Colorado,  
Roaring Fork Transportation Authority, ("RFTA")**

(collectively, the "7-Parties") in order to set forth the terms and conditions of their cooperative provision, administration, and funding of county-wide meal and transportation services for the Garfield County Senior Programs for calendar year 2022 (the "MOU"). This MOU is effective as of January 1, 2022, regardless of the dates on which it is signed.

**BACKGROUND**

- A. Each of the 7-Parties is authorized to make the most efficient and effective use of their governmental powers, responsibilities, and monies by cooperating and contracting with other governments. Colo. Const. art. *XV* §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, 9-Parties entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration, and funding of meal and transportation services to senior citizens of Garfield County ("the 9-Party MOU"). This 9-Party MOU is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party MOU, in 2009 and each consecutive year thereafter, the now 7 Parties have also entered into a Memorandum of Understanding that sets forth each party's annual commitment to share the administrative and operational costs of the Senior Programs meal and Traveler transportation services and determines the methodology by which those costs will be allocated among them (the "MOU").
- D. In 2016, The Town of Parachute withdrew from membership and opted not to participate in the services provided by Garfield County Senior Programs in 2017. Colorado Mountain College opted out of the 9-Party IGA.
- E. Each of the remaining Parties desires to continue to provide meal and Traveler transportation services to eligible Garfield County senior citizens and persons with disabilities in 2022 in accordance with the original 9-Party IGA.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the 7-Parties agree as follows:

AGREEMENT

1. Incorporation of Recitals. The foregoing Recitals are incorporated as if set forth in full.

2. Purpose of this Agreement. The purpose of this MOU is to define the terms and conditions by which the 7-Parties will collectively provide, administer and fund county-wide meal and Traveler transportation services for the Garfield County Senior Programs for calendar year 2022.

3. Term of Agreement. This Agreement shall have an Effective Date of January 1, 2022, regardless of the dates signed and shall terminate on December 31, 2022.

4. Senior Services to be Provided. The BOCC, through its Department of Human Services Senior Programs, will organize and administer the congregate meal, Well & Wise classes and Traveler transportation services described in this MOU for eligible citizens of Garfield County on behalf of Rifle, Glenwood Springs, Carbondale, New Castle, Silt (collectively, the "Municipalities"). In exchange, the Municipalities will reimburse the BOCC for their proportionate shares of the cost of such services as calculated in accordance with the Cost Methodologies defined in this Agreement.

5. Congregate Meal Services. The BOCC and Municipalities agree that Senior Program meals will be provided at seven (7) locations throughout Garfield County on the days and times, and further agree that the costs to provide such services will be allocated among them as follows:

- a. Cost Methodology - Nutrition: The BOCC agrees to pay forty percent (40%) of total budgeted cost to provide Congregate Meal Services in 2022.
- b. The Municipalities each agree to pay a proportionate share of the remaining balance, less all anticipated grant and program funding income, based upon the percentage of total meals served between July 2020 and June 2021 to the residents of each Municipality. The BOCC agrees to be responsible for all meals served to residents of unaffiliated Garfield County and Battlement Mesa as well as any shortfall in grant and program funding income.
- c. Application of Cost Methodology to the 2022 Budget: As illustrated in **Attachment A**, which is incorporated here for all purposes, the total budgeted cost to provide Congregate Meal Services in 2022 is **\$538,899**. The BOCC's 40% share of that amount equals **\$215,559.60**. Anticipated grant and program funding income for 2022 is **\$184,265.00**. The remaining balance is **\$139,074.40**.

d.

- d, **Adjustment to Services 2021:** As a result of COVID19 meal sites were moved from a congregate setting to a drive by pick up setting. Dependent on the need of the client, some meals were being provided with home delivery. As of September 2021, congregate meals returned in the Town of New Castle, Town of Silt, City of Rifle and in the Town of Parachute. As of December 2021, drive by pick-ups and home delivered meals continue in the Town of Carbondale and the City of Glenwood Springs. This arrangement will end at such time COVID 19 restrictions have ended.

6. **Transportation Services.** The BOCC, RFTA and Municipalities agree that the Traveler transportation services funded by this Agreement are wheelchair accessible, curb to curb, driver assisted transportation services to assessed Garfield County residents who have difficulty utilizing public transportation and have an assessed functional disability affecting the ability to use public transportation. The Traveler provides transportation to destinations throughout Garfield County. In order to achieve the stated purpose, the BOCC specifically grants RFTA the authority to operate outside RFTA's boundaries and within the unincorporated boundaries of Garfield County, consistent with the provisions of C.R.S. § 43-4-605(1)(£) as required to comply with this MOU. Riders must make reservations 48 hours in advance. The cost to provide these transportation services will be shared by the BOCC, RFTA, and the jurisdictions/Municipalities in accordance with the following Cost Methodology:

7. **Definitions:**

- a. **Initial Pickup Location:** The initial pickup location for cost allocation purposes is the Jurisdiction/Municipality in which the first leg of a passenger's trip occurs, whether it is a round trip, a one-way trip, or a multi-legged trip. For example, if a passenger is picked up in Jurisdiction/Municipality A to be transported to Jurisdiction/Municipality B and is later picked up in Jurisdiction/Municipality B for a return ride to Jurisdiction/Municipality A, the initial pickup location for cost allocation purposes is Jurisdiction/Municipality A for both trip legs.
- b. **Estimated Loaded Miles:** Loaded miles are the total distance driven while a passenger is in the vehicle.
- c. **Estimated Loaded Minutes:** Loaded minutes are the total duration of time while a passenger is in the vehicle.

8. **Cost Methodology – Transportation:**

- a. The BOCC agrees to be responsible for fifty percent (50%) of the total budgeted net County and RFTA expenses to provide Traveler Services in 2022. The remaining fifty percent is paid for by grant and program funding income, and allocated payments from the Municipalities based upon the fully allocated cost of providing services. Costs will be allocated to the Parties based on the total number of trips provided in each Jurisdiction, and total estimated Loaded Miles, and total estimated Loaded Minutes consumed by each jurisdiction/Municipality. Costs will be considered allocable to a Jurisdiction/Municipality based upon the Initial Pickup Location as defined in 7. a. herein, regardless of the number of trip legs or Jurisdictions/Municipalities visited by the passenger.

- b. RFTA agrees to be responsible for the fully allocated net cost of the Traveler transportation services provided to the three Municipalities that are current RFTA members: The Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle.
- c. The remaining non-RFTA member Municipalities, the City of Rifle and the Town of Silt agree to pay the fully allocated net cost of Traveler transportation services allocable to their municipalities.
- d. The BOCC agrees to be responsible for any remaining Traveler transportation service costs, including any shortfalls in anticipated grant and program funding income.

9. **2022 Budgeted Contributions:** As illustrated in Attachment B, Total Expenses, the total budgeted cost to provide Senior Transportation Services in 2022 is \$693,861.00. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of \$33,606.00 and \$690,255.00, respectively. This cost less the amount of \$30,000.00 received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this MOU, equals the net total County and RFTA expense for the Traveler transportation services in 2022 of \$693,861.00

The BOCC's 50% share of this amount equals \$346,930.50. Anticipated grant and program funding income for 2022 is \$93,638.00, The total amount of the contribution from the County, including grants, program income is \$440,568.50. Subject to the recommendation of the Senior Advisory Board and the approval of the BOCC, any year-end excess budget funds in 2021 may also be applied to the County's contribution in 2023 for the Senior Transportation Services budget. However, pursuant to the provisions of **13. Annual Reconciliation and True-Up,** below, after 2023 there should not be any significant excess budget revenue to apply as a refund to a subsequent year's County contribution.

10. **Allocation of County Contribution, Grant, and Program Income, and 2020 Excess Revenue Refund:** The County's contribution, inclusive of its 50% commitment and anticipated grant, program income, including the 2020 excess revenue refund, shall be allocated first to the cost of rides originating in unincorporated Garfield County. Any remaining balance shall be allocated on a pro rata basis relative to each other Party's fully allocated cost.

11. **Estimated Contributions:** On the Chart below, the following estimates are offered to aid the Municipalities in planning and budgeting for their portion of the 2022 Traveler transportation services costs. The amounts shown are based on the 2022 budgeted amounts identified above and a forecast of ridership and service levels for 2022 (assuming 75% of 2019 service levels).

Jurisdiction	Est. Rides	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale	742	4,459	10,350	\$45,047.20	\$20,098.85	\$24,948.35
Glenwood Springs	4,688	11,423	27,180	\$169,816.37	\$75,767.51	\$94,048.86
New Castle	908	12,074	18,217	\$75,922.85	\$33,874.74	\$42,048.11
Silt	156	1,067	1,522	\$7,915.04	\$3,531.48	\$4,383.56
Rifle	4,371	14,958	23,813	\$158,648.19	\$70,784.57	\$87,863.62
Garfield County	3,587	28,882	54,510	\$236,511.35	\$236,511.35	\$0.00
<b>Total</b>	<b>14,450</b>	<b>72,863</b>	<b>135,593</b>	<b>\$693,861.00</b>	<b>\$440,568.50</b>	<b>\$253,292.50</b>

12. **Monthly Billing:** With the exception of RFTA, which will pay directly for the fully allocated net costs attributable to its member jurisdictions, each of the remaining Parties will pay the County the amount shown on their respective lines in the Chart above.

13. **Annual Reconciliation and True-up:** No later than March 1 of 2023, RFTA will publish a reconciliation statement. Actual expenditures for the year will be allocated based on the actual trips and estimated loaded miles and loaded minutes provided to the Parties in 2022. If the total fully allocated net costs calculated for any Party during the preceding year exceeds the amount paid by the Party during the preceding year, a reconciliation credit or debit in the amount of the difference will be made for each such Party by the County. If a credit is due, RFTA will pay back to the County the amount it has been overpaid by the County for any Party or Parties within 30-days of the reconciliation statement. If a debit is owed, the Party or Parties owing the debit will pay the County the amount owed within 30 days of receiving the reconciliation statement, and the County will remit any additional payments received and owed to RFTA within 30 days of receipt of the Party or Party's debit payment(s) to the County.

14. **County Payments to RFTA for the Traveler Program:** The amount to be paid by the BOCC to RFTA in 2022 for the provision of the Traveler Transportation services contemplated by this Agreement is **Four Hundred Ninety-Nine Two Hundred and Nine Dollars and Seventy-Nine Cents (\$499,209.79)**. This amount is based upon RFTA's estimated cost to provide the services in 2022 (\$690,255) less amounts received by RFTA from other sources who utilize the Traveler bus system (\$30,000) and less the cost to provide such services to the Town of Carbondale (\$24,948.35), the City of Glenwood Springs (\$94,048.86), and the Town of New Castle (\$42,048.11), each of which is a member of RFTA. Amounts are projected and should the actual cost exceed the budgeted costs, those funds will be paid through the Restricted Fund Balance/The Traveler and reimbursed at year end by following the annual reconciliation and True-up procedures described in paragraph 13., above.

- a. **RFTA's Estimated Cost:** The Parties recognize that RFTA's estimate of its costs to provide Traveler services is solely RFTA's responsibility; the BOCC is not responsible in any way for verifying or assuring the accuracy of RFTA's calculation. For 2022, RFTA estimates that it's cost to provide these services is \$690,255.00.
- b. **Other Traveler Services:** The Parties recognize that RFTA's operation of the Traveler by means of this MOU does not include funding for ADA complementary paratransit services in the City of Glenwood Springs. Funding for this complementary paratransit service is

provided by a separate contract between the City of Glenwood Springs and RFTA, which RFTA represents to be \$30,000.00 for 2022.

- c. **Payment:** The BOCC and RFTA have entered into a separate intergovernmental agreement pursuant to which the BOCC agrees to pay RFTA the total amount of \$499,209.79 in twelve (12) equal monthly payments of \$41,600.81 for Senior Transportation Services (the "Traveler IGA"). This amount represents RFTA's estimated cost to provide such services in 2022 less amounts received by RFTA from other sources and less the cost to provide such services to the RFTA Member Municipalities identified with an asterisk above. The non-RFTA member Municipalities agree to pay the respective amounts set forth above upon receipt of an invoice from the BOCC.
  - d. **Appropriation:** This MOU is expressly contingent upon appropriation and budgeting for the costs required herein. If any Municipality, including RFTA on behalf of its member jurisdiction Municipalities, fails to appropriate or have available sufficient funds to pay for the costs of the obligations set forth in this Agreement, services to residents of the failing Municipality shall end. The attached budget was adopted by the RFTA board on December 9, 2021 and is considered final. If the actual cost of the Traveler program exceeds the amount set forth in this MOU, the additional cost will be covered through the Restricted Fund Balance/The Traveler, which would then be reimbursed at year end by following the annual reconciliation and True-up procedures described in paragraph 13., above.
  - e. **COVID 19 Accommodations:** Traveler services will be adjusted because of Governor orders or Public Health recommendations
15. **Combined Costs:** The combined cost for 2022 Congregate Meal, Well and Wise, and Traveler Transportation Service are set forth on Attachment C.
16. **Whole Agreement:** This MOU sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.
17. **Amendment and Assignment:** This MOU may be amended, altered, or modified solely through a written agreement executed with equal formality. This MOU may not be assigned by any Party without the written agreement of all.
18. **Facsimiles and Counterparts:** This MOU and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.
19. **Authority:** Each person signing this MOU represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

20. Governing Law: The laws of the State of Colorado shall govern the validity, performance, and enforcement of this MOU. Venue for any action instituted pursuant to this MOU shall lie in Garfield County.

21. Notice: Notices to be provided under this Agreement shall be given in writing either by hand delivery or by certified return receipt requested United States mail, to the following:

Carbondale

Lauren Gister, Town  
Manager Town of  
Carbondale  
511 Colorado Avenue  
Carbondale, CO  
81623 (970) 963-2733  
ext. 1207  
[Lgister@carbondaeco.net](mailto:Lgister@carbondaeco.net)

Garfield County

Sharon Longhurst-Pritt, Director  
Garfield County Department of Human Services  
195 West 14<sup>th</sup> Street, Building B  
Rifle, CO 81650  
(970) 625-8282 ext. 3265  
[spritt@garfield-county.com](mailto:spritt@garfield-county.com)

Glenwood Springs

Debra Figueroa, City Manager  
City of Glenwood Springs  
101 W. Street  
Glenwood Springs, CO 81601  
(970) 384-6500

New Castle

Dave Reynolds, Town Administrator  
New Castle Town Hall  
450 West Main Street, PO Box 90  
New Castle, CO 81647  
970) 984-2311  
[dreynolds.newcastlecolorado.org](http://dreynolds.newcastlecolorado.org)

Roaring Fork Transportation  
Authority

Dan Blankenship, Chief Executive Officer  
2307 Wulfsohn Road  
Glenwood Springs, CO 81647  
970-384-4981  
[dblankenship@rfta.com](mailto:dblankenship@rfta.com)



Rifle

Tommy Klein, City Manager  
City of Rifle  
202 Railroad Ave  
P. O. Box 1980  
Rifle, CO 81650  
(970) 625-6266  
[TKlein@rifleco.org](mailto:TKlein@rifleco.org)

Silt

Jeff Layman, Town Administrator  
Town of Silt  
231 N. 7th Street, PO BOX 70  
Silt, CO 81652  
970-876-2353, ext. 813  
[jlaman@townofsilt.org](mailto:jlaman@townofsilt.org)

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective

ATTEST:

*Jean M. Alberici*  
Clerk to the Board



**GARFIELD COUNTY BOARD OF COUNTY COMMISSIONERS  
GARFIELD COUNTY, COLORADO, and  
BOARD OF SOCIAL SERVICES**

by: *[Signature]*  
John Martin, Chair

Date: Dec 20 2021

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective

ATTEST:



\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
**CITY OF GLENWOOD SPRINGS,  
COLORADO**

By: \_\_\_\_\_



\_\_\_\_\_  
Jonathan Godes, Mayor

Date: \_\_\_\_\_  
April 7, 2022

IN WITNESS WHEREOF, the parties have caused this Memorandum of Understanding to be executed effective

ATTEST:

TOWN OF CARBONDALE, COLORADO

Town Clerk

By: Daniel Richardson  
Dan Richardson, Mayor

Date: January 20, 2022

ATTEST

ROARING FORK TRANSPORTATION AUTHORITY

\_\_\_\_\_  
Clerk to the RFTA Board of Directors

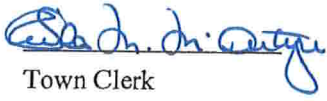
By: *Daniel Richardson*

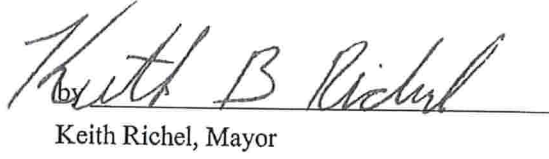
Daniel J. Richardson, Chair

Date: January 20, 2022

ATTEST

TOWN OF SILT

  
Town Clerk

  
by  
Keith Richel, Mayor

Date Feb 16, '22



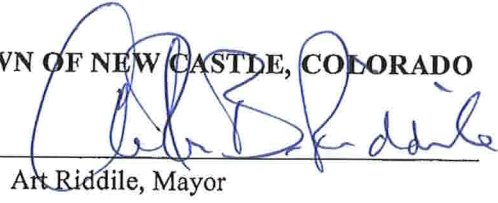
ATTEST:

By:

  
TOWN CLERK

TOWN OF NEW CASTLE, COLORADO

By:

  
Art Riddile, Mayor

Date 1.18.22


ATTEST:

By:

  
TOWN CLERK

TOWN OF NEW CASTLE, COLORADO

By:

  
Art Riddile, Mayor

Date 1.18.22



ATTEST:

CITY OF RIFLE, COLORADO

By: Misty Williams

By: [Signature]  
City Clerk



By: [Signature]  
Ed Greene, Mayor

Date: 1/5/22

## ATTACHMENTS

Attachment A:	Cost Methodology – Nutrition 2022
Attachment B	Cost Methodology – Transportation 2022
Attachment C	Cost Methodology – Well & Wise 2022
Attachment D	Cost Methodology – Combined Contribution Breakdown
Attachment E.	2022 Traveler IGA

Nutrition Budget	Annual
Wages	\$ 150,450.00
Employee Benefits	\$ 76,124.00
Professional - Other	\$ 281,625.00
Repair and maintenance	\$ 200.00
Rental of Land & Buildings	\$ 100.00
Communications	\$ 550.00
Printing and Binding	\$ 300.00
DHS - Destruction of Records	\$ 250.00
Travel	\$ 300.00
Motor Pool Charges	\$ 10,000.00
Professional Affiliations	\$ 100.00
Training	\$ 600.00
Office Supplies	\$ 1,000.00
Operating Supplies	\$ 9,000.00
Computer Supplies	\$ 400.00
Freight, postage, Delivery	\$ 2,600.00
Copy Machine Usage	\$ 1,300.00
Food - non travel related	\$ 3,000.00
Computers & computer equipment	\$ 1,000.00
<b>Total 12 Month Budget</b>	<b>\$538,899.00</b>

Staff: 64% Manager  
72% Program Coordinator  
77% Program Coordinator

Less AAA Funding	\$ 150,265.00
Less NSIP Incentives	\$ 13,000.00
Less Program Income	\$ 21,000.00
<b>Grant &amp; Program Income Total</b>	<b>\$ 184,265.00</b>
40% County Share of Total Expenses	\$ 215,559.60
<b>Garfield County Share</b>	<b>\$ 215,559.60</b>
Projected Income/County Share	\$ 399,824.60
<b>Income less expenses</b>	<b>\$139,074.40</b>
<b>Municipal Budget Share for Distribution</b>	<b>\$139,074.40</b>

2022	2021			2020			2019			
	Jurisdiction	# of Meals Served	Percent of Total	Municipal Contribution	# Meals	Contributions	# Meals	Contributions	# Meals	Contributions
Carbondale	1,157	6.33%	\$8,806.32	1,306	\$	1,241	\$	1,526.41	1,241	\$
Glenwood Springs	6,812	37.28%	\$51,848.45	4,875	\$	4,111	\$	3,873	3,873	\$
New Castle	996	5.45%	\$7,580.89	723	\$	719	\$	734	734	\$
Silt	1,778	9.73%	\$13,532.96	2,074	\$	2,418	\$	2,477	2,477	\$
Parachute	-	0.00%	\$0.00	-	\$	-	\$	-	-	\$
Rifle	7,529	41.21%	\$57,305.78	6,420	\$	7,157	\$	7,918	7,918	\$
<b>Municipal Total</b>	<b>18,272</b>	<b>100.00%</b>	<b>\$139,074.40</b>	<b>15,398</b>	<b>\$</b>	<b>15,747</b>	<b>\$</b>	<b>16,243</b>	<b>16,243</b>	<b>\$</b>
Garfield County	3,325			3,265		3,190		3,253	3,253	
Parachute	-			-		-		-	-	
<b>Grand Total</b>	<b>21,597</b>			<b>18,663</b>		<b>18,937</b>		<b>19,496</b>	<b>19,496</b>	

Based on July 2020 - June 2021 Usage

Based on July 2019 - June 2020

Based on July 2018 - June 2019

Based on July 2017 - June 2018

**Cost Methodology—2022**

Transportation Budget	Annual	
Wages	\$ 21,116.00	
Employee Benefits	\$ 11,440.00	Staff: 32% Manager
Communication	\$ 200.00	7% Prog Coordinator
Motor Pool Charges	\$ 50.00	
Training	\$ 200.00	
Office Supplies	\$ 200.00	
Computer Supplies	\$ 200.00	
Freight, Postage,		
Delivery	\$ 200.00	
<b>Total County Expense</b>	<b>\$ 33,606.00</b>	

RFTA \$690,255.00 Projected based on RFTA Actual Expenditures November 2, 2021 budget  
 MINUS GWS Paratral \$ 30,000.00  
**Total RFTA Expense \$ 660,255.00**

**Total Expenses \$ 693,861.00**

Less Program Income \$ 13,000.00  
 Less CSBG \$ 60,638.00  
 Less Mt. Valley Devle. \$ 20,000.00  
**Total G/P Income \$ 93,638.00**  
 Less 50% County Share \$346,930.50  
 RFTA Refund 2020 at \$ 81,369.65 per 4/19/2021 BOCC Meeting  
**Total County Share \$346,930.50**

**Total Revenue \$440,568.50**  
**Total Expenses \$ 693,861.00**  
**Income less expense \$253,292.50**

Municipal Budget Share  
 for Distribution \$253,292.50

Prepared by Ross Peterson

**2022 Traveler Forecast Service And Cost Data**

Jurisdiction	Est. Rides	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale	742	4,459	10,350	\$45,047.20	\$20,098.85	\$24,948.35
Glenwood Springs	4,688	11,423	27,180	\$169,816.37	\$75,767.51	\$94,048.86
New Castle	908	12,074	18,217	\$75,922.85	\$33,874.74	\$42,048.11
Silt	156	1,067	1,522	\$7,915.04	\$3,531.48	\$4,383.56
Rifle	4,371	14,958	23,813	\$158,648.19	\$70,784.57	\$87,863.62
Garfield County	3,587	28,882	54,510	\$236,511.35	\$236,511.35	\$0.00
<b>Total</b>	<b>14,450</b>	<b>72,863</b>	<b>135,593</b>	<b>\$693,861.00</b>	<b>\$440,568.50</b>	<b>\$253,292.50</b>

<b>Well &amp; Wise Budget</b>	Annual	
Wages	\$ 32,062.00	Staff: 4% Manager
Employee Benefits	\$ 17,174.00	28% Program Coordinator
Repair & maintenance	\$ 25.00	16% Program Coordinator
Licenses and permits	\$ 750.00	
Travel	\$ 1,000.00	
Motor Pool Charges	\$ 500.00	
Training	\$ 3,000.00	
Office supplies	\$ 100.00	
Other supplies	\$ 100.00	
Food - non travel related	\$ 4,000.00	
Computers & computer equipment	\$ 600.00	

**Total 12 Month Budget** **\$59,311.00**

**Less AAA funding** **\$ 50,000.00**

**Grant & Program Income Total** **\$ 50,000.00**

*Income less expenses* \$9,311.00

**Total County Match** **\$9,311.00**

**COMBINED CONTRIBUTION BREAKDOWN**

Jurisdiction	2022		2022		2022		2022		2022		2022	
	Nutrition Contribution	Transportation Contribution	Well & Wise Contribution	Total Contributions	RFTA Transportation Contribution	Nutrition Contribution	Transportation Contribution	Well & Wise Contribution	Net Adjusted Total			
Carbondale	\$8,806.32	\$24,948.35	-	\$33,754.67	\$24,948.35	\$8,806.32	-	-	\$8,806.32			
Glenwood Springs	\$51,848.45	\$94,048.86	-	\$145,897.31	\$94,048.86	\$51,848.45	-	-	\$51,848.45			
New Castle	\$7,580.89	\$42,048.11	-	\$49,629.00	\$42,048.11	\$7,580.89	-	-	\$7,580.89			
Silt	\$13,532.96	\$4,383.56	-	\$17,916.52		\$13,532.96	\$4,383.56	-	\$17,916.52			
Rifle	\$57,305.78	\$87,863.62	-	\$145,169.40		\$57,305.78	\$87,863.62	-	\$145,169.40			
Garfield County	\$ 215,559.60	\$ 346,930.50	9,311.00	\$571,801.10		\$215,559.60	\$346,930.50	9,311.00	\$571,801.10			
<b>Totals</b>	<b>\$354,634.00</b>	<b>\$600,223.00</b>	<b>9,311.00</b>	<b>\$964,168.00</b>	<b>\$161,045.31</b>	<b>\$354,634.00</b>	<b>439,177.69</b>	<b>9,311.00</b>	<b>\$803,122.69</b>			

**INTERGOVERNMENTAL  
AGREEMENT FOR GARFIELD COUNTY  
SENIOR PROGRAMS  
TRAVELER SERVICES - 2022**

This Intergovernmental Agreement is made by and between the **Garfield County Board of County Commissioners, State of Colorado**, a statutory county ("BOCC"), sitting as the BOCC and as the **Board of Social Services**, and the **Roaring Fork Transportation Authority**, a regional transportation authority ("RFTA"), in order to set forth the terms and conditions of county-wide transportation services for the Garfield County Senior Programs for calendar year 2022 (the "IGA" or "Agreement"). This Agreement is effective as of January 1, 2022.

**RECITALS**

- A. The BOCC and RFTA, collectively, the "Parties," are authorized to make the most efficient and effective use of their governmental powers, responsibilities, and monies by cooperating and contracting with other governments. Colo. Const. art. XIV §§ 18(2)(a) and (2)(b); Colorado Revised Statutes § 29-1-201.
- B. In 2009, the BOCC and RFTA, together with seven (7) other governmental entities and local municipalities, entered into an Intergovernmental Agreement to set forth the terms and conditions of their cooperative provision, administration and funding of meal and transportation services to senior citizens and persons with disabilities of Garfield County ("the 9-Party IGA"). This 9-Party IGA is recorded in records of the Garfield County Clerk and Recorder at Reception No. 776142.
- C. In accordance with the 9-Party IGA, in 2009 and each consecutive year thereafter, the nine parties have also entered into a Memorandum of Understanding that sets forth each party's annual agreement to share administrative and operational costs of the Senior Programs meal and transportation services and the methodology by which those costs will be allocated among them (the "MOU").
- D. The Town of Parachute, an original signatory to the 9-Party IGA, opted out of the Garfield County Senior Programs for 2017. Colorado Mountain College has opted out of the 9-Party IGA. The remaining seven original signatories have agreed to continue such services and have entered a 7-Party Memorandum of Understanding for 2022. The 2022 MOU is attached to this Agreement as Attachment No. 2 and is incorporated for the purpose of explaining the cost methodology adopted regarding the 2022 transportation services (the "2022 MOU").
- E. Pursuant to the 9-Party IGA, the BOCC agreed to provide, through its Department of Human Services ("DHS"), the contractual management of transportation services for the Senior Programs. (9-Party IGA, r 6.) The BOCC fulfills this responsibility by, among other things, annually negotiating this Agreement with RFTA and by ensuring proper allocation of appropriate costs to the other municipalities in accordance with the MOU.

- F. The Colorado Human Services Code and the Colorado Older Americans Act authorize and encourage DHS to provide transportation services, such as the Traveler. The Colorado Older Americans Act encourages "agencies at all levels of government" to cooperate to administer programs and deliver services to the older population.
- G. The transportation services provide ADA based services to the eligible assessed senior citizens and persons with disabilities of Garfield County in accordance with this Agreement are provided by the Traveler bus system operated by RFTA (the "Traveler"). The Traveler also provides services that are not within the scope this IGA.
- H. Both RFTA and the BOCC desire to continue to provide transportation services to eligible Garfield County senior citizens and persons with disabilities in 2022 in accordance with the 7-Party IGA and appropriate the 2022 MOU.

NOW, THEREFORE, for and in consideration of mutual covenants and agreements set forth below, the Parties agree as follows:

### **AGREEMENT**

1. **Incorporation of Recitals.** The foregoing Recitals are incorporated as if set forth in full.
2. **Purpose of this Agreement.** The purpose of this IGA is to define the responsibilities of the respective Parties with respect to the provision of transportation services to the eligible senior citizens, and persons with disabilities, defined below, of Garfield County.
3. **Term of Agreement.** This Agreement shall have an Effective Date of January 1, 2022 regardless of the date signed and shall terminate on December 31, 2022.
4. **Transportation Services Provided.** The transportation services funded by this Agreement are wheelchair accessible, curb to curb, driver assisted transportation services to assessed Garfield County residents who have difficulty utilizing public transportation and have an assessed functional disability affecting the ability to use public transportation. The Traveler provides transportation to destinations throughout Garfield County. In order to achieve the stated purpose, the BOCC specifically grants RFTA the authority to operate outside RFTA's boundaries and within the unincorporated boundaries of Garfield County, consistent with the provisions of C.R.S. § 43-4-605(1)(£) as required to comply with this IGA. Riders must make reservations 48 hours in advance.
5. **Contract Amount.** The amount to be paid by the BOCC to RFTA in 2022 for the provision of the services contemplated by this Agreement is **Four Hundred Ninety-Nine Two Hundred and Nine Dollars and Seventy-Nine Cents (\$499,209.79)**. This amount is based upon RFTA's estimated cost to provide the services in 2022 (\$690,255) less amounts received by RFTA from other sources who utilize the Traveler bus system (\$30,000) and less the cost to provide such services to the Town of Carbondale (\$24,948.35), the City of Glenwood Springs (\$94,048.86), and the Town of New Castle (\$42,048.11), each of which is a member of RFTA. Amounts are projected and should



the actual cost exceed the budgeted costs, those

funds will be paid through the Restricted Fund Balance/The Traveler.

- a. RFTA's Estimated Cost. The Parties recognize that RFTA's estimate of its costs to provide Traveler services is solely RFTA's responsibility; the BOCC is not responsible in any way for verifying or assuring the accuracy of RFTA's calculation. For 2022, RFTA estimates that it's cost to provide these services is \$690,255.00.
  - b. Other Traveler Services. The Parties recognize that RFTA's operation of the Traveler by means of this IGA does not include funding for ADA complementary paratransit services in the City of Glenwood Springs. Funding for this complementary paratransit service is provided by a separate contract between the City of Glenwood Springs and RFTA, which RFTA represents to be **\$30,000.00** for 2022.
  - c. RFTA Member Jurisdictions. The estimated net cost to provide Traveler transportation services to RFTA's member jurisdictions is calculated by the cost methodology set forth in the 2022 MOU, to which both the BOCC and RFTA are parties. For 2022, the estimated total Traveler transportation services net cost attributable to these member jurisdictions pursuant to the applicable methodology is **\$171,922.85**.
6. RFTA Responsibilities. In order to accomplish the purposes of this IGA, RFTA agrees to perform the following:

- a. Transportation Services. RFTA shall provide and administer the Traveler transportation services described in RFTA's Scope of Services, attached as Attachment No. 1, and Exhibits A - E thereto, which are incorporated here as if fully set forth, plus certain special events, which in prior years have included the Garfield County Air Show, Volunteer Appreciation Luncheon, and a Holiday show.
  - b. Vehicle Inventory. RFTA shall purchase new vehicles as needed to maintain the Traveler Vehicle Inventory. Title to such vehicles will be held in RFTA's name. RFTA will update the Vehicle Inventory as required by the addition and/or removal of vehicles, in accordance with paragraph 6(c).
- 3
- c. Vehicle Replacement. In the event that any vehicle included on the Vehicle Inventory reaches the end of its useful life, RFTA shall either: (1) sell the vehicle by means of an advertised sealed bid and remit any proceeds of the sale to the BOCC; or (2) convey title to the vehicle to the BOCC by written agreement, at which time the vehicle shall be removed from the Vehicle Inventory. The Parties recognize the disposition of any vehicle must be in accordance with the rights of lien holders identified on the vehicle title.
  - d. Vehicle Transfer. Upon expiration of this IGA, if not extended by future agreements, RFTA shall transfer title to all vehicles listed on the Vehicle Inventory to the BOCC.

- e. Communication System. RFTA shall continue to utilize its communication system for Traveler services.
- f. Donations and Contributions. RFTA shall provide to the BOCC all fees collected and/or donations received for support of the senior transportation programs in accordance with Attachment No. 1, paragraph 4.
- g. Functional Assessment Assistance. Traveler staff will do everything related to Functional Assessments. RFTA shall provide all intake and other information received from potential new clients who wish to apply for Traveler transportation services to the BOCC's Senior Programs Manager upon receipt and shall lead in the functional assessment process. RFTA will provide to the BOCC's Senior Programs Manager monthly the number of potential new clients, out of assessments and applications pending.
- h. Monthly Financial Reports. RFTA shall provide the financial and other reports detailed in Attachment No. 1 to DHS monthly. Such reports shall include, without limitation, a monthly report of all expenses attributed by RFTA to the transportation services made the basis of this Agreement. The Parties agree to identify a mutually acceptable format for performance and fiscal reporting.
- i. Annual Reconciliation Report. In addition to the monthly reports, on or before March 1, 2023, RFTA shall provide a reconciliation report for the operation of the Traveler for the 2022 calendar year. RFTA's obligations to submit a reconciliation report and return funds or request expenses shall survive termination of this IGA.
- J. Right to Audit. RFTA shall allow the BOCC to audit RFTA's books and records relating to the operation of the Traveler upon reasonable notice at any time during the term of this Agreement and for six (6) months thereafter. The audit shall be at the BOCC's expense except for reasonable RFTA personnel costs. The BOCC shall provide RFTA with a copy of any audit report within thirty (30) days following receipt by the BOCC. In addition, if requested RFTA will provide the BOCC with a copy of its annual audit within thirty (30) days of the BOCC ' s request.
- k. Claim Notification. RFTA shall immediately notify the BOCC, through the Senior Programs Manager, of any accident involving the Traveler and any claim or lawsuit made against the Traveler or RFTA in writing in accordance with paragraph 15 and shall cooperate with the BOCC in responding to all complaints, claims or suits. Passenger Complaints shall further be handled in accordance with paragraph 6 of Attachment No. 1. The Traveler handles all complaints and communicates the outcomes to the BOCC's Senior Program Manager after appropriate investigations have been completed.
- l. Funding Sources. RFTA and the BOCC shall cooperate with each other to identify and apply for grants, donations, and other funding opportunities for

both the purchase of vehicles and operational funding associated with providing senior transportation services.

- m. Cost Methodology. RFTA acknowledges and agrees to the Cost Methodology related to the allocation of senior programs transportation services agreed to in the 2022 MOU, and included in the 2022 budget approved by the RFTA Board on December 9, 2021. If the actual 2022 costs exceed the budget, they will be

covered by means of the Annual Reconciliation and True-up procedure set forth in the MOU, or by the fund established after cost savings at the end of the year have been recognized.

7. BOCC Responsibilities. In order to accomplish the purposes of this IGA, the BOCC, directly or through DHS, agrees perform the following:

- a. Compensation. For calendar year 2022, the BOCC shall pay RFTA the amount set forth in paragraph 5 (**\$499,209.79**) for the services provided in accordance with this Agreement. Payment will be made in twelve (12) equal monthly payments of **\$41,600.81** beginning no later than February 26, 2022, and each 10<sup>th</sup> day of the month thereafter during the 2022 I term of this IGA.
- b. Functional Assessment Evaluations: Traveler staff will take over the Functional Assessments including mailing applications, scheduling assessments, and providing outcome data to the BOCC's Senior Program Manager monthly.
- c. Training Assistance. All training related to providing transportation to Traveler clients will be provided by RFTA supervisors.
- d. Funding Sources. RFTA and the BOCC shall cooperate with each other to identify and apply for grants, donations, and other funding opportunities for both the purchase of vehicles and operational funding associated with providing senior transportation services.
- e. Complaint and Claim Cooperation. The BOCC shall cooperate with RFTA to respond to passenger complaints and claims of which the County has been notified by RFTA in accordance with Paragraph 6 (1).
- f. Bilingual Literature. The BOCC agrees to provide written information regarding the services provide for distribution by the Traveler in both English and Spanish.
- g. Fuel Access. The BOCC agrees to grant access to Traveler vehicles to the BOCC fueling stations by means of the Garfield County's gas fueling system. All fuel costs will be paid by RFTA, the expense for which may be credited to the monthly invoice amount set forth in paragraph 7(a).

8. Definitions:

- a. Initial Pickup Location: The initial pickup location for cost allocation purposes is the Municipality in which the first leg of a passenger's trip occurs, whether it is a round trip, a

one-way trip, or a multi-legged trip. For example, if a passenger is picked up in municipality A to be transported to Municipality B and is later picked up in Municipality B for a return ride to Municipality A, the initial pickup location for cost allocation purposes is Municipality A for both trip legs.

b. Loaded Miles: Loaded miles are the total distance driven while a passenger is in the vehicle.

c. Loaded Minutes: Loaded minutes are the total duration of time while a passenger is in the vehicle.

9. Termination. Either Party may terminate this IGA upon a minimum of thirty (30) calendar days after the date of written notification by the other Party. Such termination may be with or without cause. Upon such termination, RFTA shall be entitled to compensation

for operation of the transportation services provided prior to the date of termination. Unexpended funds shall be returned to the BOCC, and all vehicles and equipment shall be conveyed or assigned to the BOCC, in accordance with paragraph 6(d).

10. Indemnification. To the extent permitted by law, the Parties shall hold harmless, indemnify, and defend the other, including the other's employees, officers, agents, and assigns, from any claim, lawsuit, or award of damages to the extent such claim, lawsuit or award arises from the action or inaction of that party's officers, employees, and agents. Nothing herein shall be interpreted as a waiver of governmental immunity to which the BOCC or RFTA would otherwise be entitled under C.R.S. § 24-6-10 I, *et seq.*

11. Appropriation. This IGA is expressly contingent upon appropriation and budgeting for the costs required herein. Should either RFTA or the BOCC fail to appropriate or have available sufficient funds to pay for the costs of the obligations set forth herein, this IGA shall be considered of no force and effect, except to the extent that the BOCC has tendered payment to RFTA as set forth herein.

12. Whole Agreement. This IGA sets forth the whole agreement of the Parties. No representation, either verbal or written, shall be considered binding to the extent it is not set forth herein.

13. Amendment and Assignment. This IGA may be amended, altered, or modified solely through a written agreement signed by both Parties. This IGA may not be assigned without written agreement.

14. Facsimiles and Counterparts. This IGA and all documents required for performance may be signed in counterparts. Facsimile signatures may be substituted for originals on such documents.

15. Notice and Identity of Administrators and Contact Persons. Notices required under this IGA shall be in writing and may be hand-delivered, sent by receipted delivery service, or certified mail, return receipt requested, postage prepaid, or delivered electronically to the addresses and authorized representatives, identified below. Any Party by notice so given may change the address to which future notices shall be sent, as well as the identity of the IGA Administrator.

Notice to RFTA  
Administrator  
Contact Person

Dan Blankenship, Chief Executive Office\  
Roaring Fork Transportation Authority  
2307 Wulfsohn Road  
Glenwood Springs, CO 8160 I  
Phone: (970) 384-4981  
Fax: (970) 945-7386  
E-mail: [dblankenship@rfta.com](mailto:dblankenship@rfta.com)

Notice to BOCC  
Administrator

Sharon Longhurst-Pritt, DHS Director  
195 West 14<sup>th</sup> Street, Building B  
Rifle, CO 81650  
Phone: (970) 625-5282, Ext 3265  
Fax: (970) 625-0927  
E-mail: [spritt@garfield-county.com](mailto:spritt@garfield-county.com)

Contact Person  
For BOCC

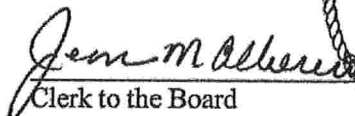
Judy Martin, Senior Programs Manager  
195 West 14<sup>th</sup> Street, Building B  
Rifle, CO 81650  
Phone: (970) 945-9191, ext. 3061  
Fax: (9970) 938-0465  
E-Mail: [jumartin@garfield-county.com](mailto:jumartin@garfield-county.com)

16. Authority. Each person signing this IGA represents and warrants that said person is fully authorized to enter into and execute this document and bind the Party represented.

17. Governing Law. The laws of the State of Colorado shall govern the validity, performance, and enforcement of this IGA. Venue for any action pursuant to this IGA shall lie in Garfield County, Colorado.

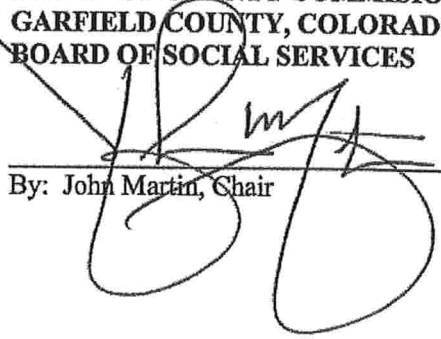
IN WITNESS WHEREOF, the Parties have executed triplicate originals of this IGA to be effective on the date of the last signature set forth below.

ATTEST:

  
Clerk to the Board



BOARD OF COUNTY COMMISSIONERS  
GARFIELD COUNTY, COLORADO and  
BOARD OF SOCIAL SERVICES

  
By: John Martin, Chair

ATTEST:

\_\_\_\_\_  
Clerk to the RFTA Board of Directors

ROARING FORK TRANSPORTATION AUTHORITY

By: Daniel Richardson

Daniel J. Richardson, Chair

## INDEX OF ATTACHMENTS

Attachment No. 1: 2022 RFTA Scope of Services

Exhibit A: 2022 Vehicle Inventory

Exhibit B: 2022 County Holidays

Attachment No. 2: 2022 Transportation Cost Methodology

Attachment No. 3 2022 RFTA Budget

Attachment No 4 Transportation Arithmetic & Assumptions

Table 1 Cost Allocation Basis 2022 Draft Budget

Table 2 Summary of Cost with Adjustments for Glenwood Springs Take Off  
& Garfield County Contributions

Table 3 2020 Trip Distances and Durations

Table 4 2019 Ridership Data

Table 5 Marginal Rates Used in Cost Model

Attachment No 5 2020 Combined Congregate Meal, Well & Wise and Transportation Service Costs

Attachment No.6 7-Party Memorandum of Understanding

## Attachment No. 1 to Traveler IGA 2022

### RFTA SCOPE OF SERVICES

1. Service Description: The services to be performed by RFTA shall include, but not be limited to, scheduling the most appropriate and cost-effective trips, providing individual transportation services on a pre-arranged and/or scheduled basis for all eligible Garfield County residents. The present 2022 Vehicle Inventory and Garfield County Holiday Schedule are attached as Exhibits A and B, respectively. All of the items specified below shall be documented, updated, and maintained in written form by RFTA and shall be made available to the County upon request.

2. Services Provided. RFTA shall be responsible for day-to-day administration and provision of the Traveler bus services in Garfield County, including:

- a. Provide Garfield County trips to congregate meal sites, medical-related appointments locally, social activities, paid and volunteer employment, and to activities of daily living destinations as agreed to by the County and RFTA and providing at least one trip per month for medical-related appointments.
- b. Maintain the Traveler schedule including days of the week (currently 5 days a week, Monday Through Friday), excluding Garfield County Holidays (see Exhibit B), number of rides provided by jurisdiction, starting location, destinations, and type of service (i.e., wheelchair accessible, curb to curb, driver assisted transportation).
- c. Deliver meals in East Garfield s and from the Rifle Senior Center kitchen to the West Garfield meal sites as identified by Garfield County Senior Programs. Meals shall be transported in a cambro and be properly secured in the vehicle s. The Traveler may be used to assist with door-to-door delivery of meals during COVID. At such a time when congregate meals return Traveler services for delivery of meals will no longer be utilized.
- d. Provide all personnel services, including but not limited to recruiting, hiring, performing background checks, training, supervising, and monitoring qualified Traveler staff including program managers, drivers, dispatchers, schedulers, and others, according to applicable law, rules, and regulations.
- e. Coordinate the training of Traveler staff regarding the special skills and sensitivity needed when serving senior citizens and adults with disabilities utilizing the Traveler.



- f. Coordinate between the Traveler and the RFTA fixed route service to maximize services in Garfield County for senior citizens and adults with disabilities.
  - g. Work with the Garfield County Senior Programs Manager and DHS Finance Director toward a mutually agreed upon format for performance and fiscal reporting and on the report submission schedule.
  - h. Distribute information on the Traveler provided by the BOCC in English and Spanish, with the assistance of Garfield County Senior Programs, including Traveler usage rules and information on the Garfield County Senior Programs.
  - i. Carry out Traveler operations in accordance with applicable federal, state, and local rules, regulations, statutes, laws, and policies and procedures.
  - j. Discuss any major purchase, e.g., communication equipment or new vehicles, for which funds provided under this IGA will be used, with the Garfield County Senior Programs Manager. Any vehicles and equipment purchased with contract funds shall be conveyed to the BOCC and shall be returned to the possession of the BOCC if RFTA ceases to provide services described herein.
  - k. Maintain the confidentiality of all users of the Traveler.
  - l. Participate in the Garfield Emergency Operations when necessary.
  - m. RFTA agrees to comply with all recommendations of Public Health as a result of COVID. This may include but is not limited to additional cleaning regimes, mask wearing compliance, limited number of passengers on the Traveler at one time and other such activities as directed through orders of the Governor or CDPH.
3. Vehicles: RFTA shall:
- a. Regularly maintain, and keep in a good quality, attractive, and safe condition all vehicles identified on the Vehicle Inventory list attached as Exhibit A and used in providing Traveler transportation services. In the event of mechanical breakdown by a vehicle which results in the removal of a vehicle from service, RFTA shall have a reasonable time during that same day within which to replace the affected vehicle.
  - b. License, register and insure all vehicles used in the Traveler identified on Exhibit A and add the BOCC as a "loss payee" or "additional insured," as appropriate, along with the lien holders identified on the vehicle titles or registrations.
  - c. Provide proof of current registration and insurance in accordance with paragraph 3(b) to the DHS Senior Programs Manager for calendar year 2022.

- d. Allow the BOCC to change signage on the Traveler vehicles to reflect program management by Garfield County, RFTA and organizations providing funding.

4. Collection of Revenue: RFTA shall develop a procedure for offering users of the Traveler the opportunity to contribute to the costs of the services and shall not deny services if a passenger cannot contribute. RFTA shall collect any fares/donations from Traveler passengers and provide such collections to the BOCC through the DHS Senior Programs Manager on a weekly basis.

5. Service Reports and Audit: RFTA shall submit to the BOCC, through the Senior Programs Manager in the Department of Human Services, a monthly report due on the 10<sup>th</sup> of the following month. The report will include the following information:

- the estimated loaded hours and loaded miles incurred in each jurisdiction
- specific number of one-way rides provided during the prior month by each jurisdiction, indicating type of ride and including whether the ride was ADA, Paratransit, Assisted, Lift Ride or Wheelchair.
- the number of trips denied, and the reasons denied
- the use of a waiting list if a list is required
- variance in the Traveler's user numbers or expenditures. RFTA shall alert the County with possible remedies and adjustments if user figures or dollars expended rise or fall significantly.
- amount of program income received from Traveler ridership
- number of persons utilizing the Traveler
- completed and updated Rider Information including any re-assessments and new functional assessments completed during the month and any denied assessment information. Share any riders whose status has changed from active to inactive monthly, updated rider information such as changes in address or phone numbers

6. Passenger Complaints. Every complaint, concern or suggestion concerning the Traveler shall be responded to as promptly as practicable. RFTA shall maintain a program providing a reasonable opportunity for users of the Traveler to render complaints, suggestions, and comments concerning the Traveler. RFTA shall provide the BOCC, through its Senior Programs Manager, with copies of all communications received by customers on a monthly basis, by the 20<sup>th</sup> of the month following the month in which they occurred.

7. Traveler Drivers: RFTA shall ensure that all Traveler drivers comply with all local, state, and federal laws and regulations applicable to providing transit services. In recognition of the quality and care of services provided by RFTA and the importance of a first impression made on the public, RFTA management shall monitor the following appearance standards for drivers on the Traveler routes:

- a. Drivers shall present a neat, clean, hygienic, and professional appearance at all times.
- b. Smoking, chewing tobacco, or reading personal materials shall not be permitted while boarding or transporting passengers.
- c. The cleanliness and appearance of the interior and exterior of each van.

**Transportation Services**

- a. Cost Methodology - Transportation: The BOCC agrees to be responsible for fifty percent (50%) of the total budgeted cost to provide Senior Transportation Services in 2022. The remaining fifty percent will be paid for by grants, program income, a 2020 refund of excess revenue, and allocated payments from the Municipalities based upon the fully allocated net cost of providing services, based upon the total number of trips, total Loaded Miles, and total Loaded Minutes consumed by each Municipality in 2022. Costs will be considered allocable to a Municipality based upon the Initial Pickup Location as defined herein, regardless of the number of trip legs or Municipalities visited by the passenger. RFTA agrees to be responsible for the fully allocated net cost of the transportation services provided to the three Municipalities that are current RFTA members: the Town of Carbondale, the City of Glenwood Springs, and the Town of New Castle. The remaining non-RFTA member Municipalities, the City of Rifle and the Town of Silt agree to pay the fully allocated cost of transportation allocable to their municipalities. The BOCC agrees to be responsible for any remaining transportation costs, including any shortfalls in anticipated grant and program funding income.
- b. 2022 Budgeted Contributions: As illustrated in Attachment D, the total budgeted cost to provide Senior Transportation Services in 2022 is \$693,861.00. This cost represents the costs to the BOCC and to RFTA to provide such services in the amounts of \$33,606.00 and \$690,255.00, respectively, less the amount of \$30,000 received by RFTA from other sources who utilize the Traveler bus system pursuant to a contractual agreement that is unrelated to this MOU. The BOCC's 50% share of this amount equals \$346,930.50. Anticipated grant and program funding income for 2022 is \$93,638.000 for a total of \$330,568.50 in contributions from the County, grants, program income and the 2020 excess revenue refund.
- c. Allocation of County Contribution and Grant and Program Income: The County's contribution, inclusive of its 50% commitment, anticipated grant, program income, and the 2020 excess revenue refund, shall be allocated first to the cost of rides originating in unincorporated Garfield County. Any remaining balance shall be allocated on a pro rata basis relative to each other party's fully allocated cost.
- d. Estimated Contributions: On the Chart below, the following estimates are offered to aid the Municipalities in planning and budgeting for their portion of the Traveler transportation services costs, estimated to be a total of \$161,045.31. The allocated amounts shown are based on the 2022 budgeted amounts identified above and a forecast of ridership and services levels for 2022 (assuming 75% of 2019 service levels).

Jurisdiction	Est. Rides	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale	742	4,459	10,350	\$45,047.20	\$20,098.85	\$24,948.35
Glenwood Springs	4,688	11,423	27,180	\$169,816.37	\$75,767.51	\$94,048.86
New Castle	908	12,074	18,217	\$75,922.85	\$33,874.74	\$42,048.11
Silt	156	1,067	1,522	\$7,915.04	\$3,531.48	\$4,383.56
Rifle	4,371	14,958	23,813	\$158,648.19	\$70,784.57	\$87,863.62
Garfield County	3,587	28,882	54,510	\$236,511.35	\$236,511.35	\$0.00
<b>Total</b>	<b>14,450</b>	<b>72,863</b>	<b>135,593</b>	<b>\$693,861.00</b>	<b>\$440,568.50</b>	<b>\$253,292.50</b>

- e. Monthly Billing: With the exception of RFTA, which will pay directly for the full allocated net costs attributable to its member jurisdiction,

- f. **Annual Reconciliation and True-up:** No later than March 1 of 2023, RFTA will publish a reconciliation statement. Actual expenditures for the 2022 year will be allocated based on the actual trips and estimated load miles and loaded minutes provided to the Parties in 2022. If the total fully allocated costs calculated for any Party during the preceding year exceeds the amount paid by the Party during the preceding year, a reconciliation credit or debit in the amount of the difference will be made for each such Party by the County. If a credit is due, RFTA will pay back to the County the amount it has been overpaid by the County for any Party or Parties within 30-days of the reconciliation statement. If a debit is owed, the Party or Parties owing the debit will pay the County the amount owed within 30 days of receiving the reconciliation statement, and the County will remit any additional payments received and owed to RFTA within 30 days of receipt of the Party or Party's debit payment(s) to the County.

**EXHIBIT "A"**  
**2022 TRAVELER VEHICLE INVENTORY**

**January 2022 Traveler Vehicles**

Vehicle Number	Year	Vehicle Make & Model	Accessibility Features / Uses	Seating Capacity	Staging Area	License Plate	VIN	Owned By, per RB*	Fuel Type
G19	2021	Ford E450 Econoline	Lift, 1WC	14	Rifle	CDNN78	1FDFE4FN2MDC21860	Traveler	Gas
G18	2021	Ford E450 Econoline	Lift, 1WC	14	Rifle	CDNN77	1FDFE4FN6MDC21859	Traveler	Gas
G17	2018	Ford E450 SD Glaval	Rear Lift, 2WC	14	GWS	OHK930	1FDFE4FS2JDC31001	Traveler	Gas
G16	2018	Ford E450 SD Glaval	Rear Lift, 2WC	14	Rifle	OHK929	1FDFE4FS0JDC31000	Traveler	Gas
G15	2015	Ford E450 SD Glaval	Rear Lift, 2WC	14	GWS	529RUQ	1FDF4FS6FDA30502	Traveler	CNG
G14	2015	Ford E450 SD Glaval	Rear Lift, 2WC	14	GWS	528RUQ	1FDFE4FS9FDA12107	Traveler	CNG
G12	2009	Ford E350 SD Goshen Pacer	Lift	8	Rifle	378VHC	1FDEE35L49DA88564	Traveler	Gas
G7	2006	Toyota Sienna Minivan	Admin	5	GWS	794JCI	STDZA23C16S460666	RFTA	Gas
G5	2005	Pontiac Montana Minivan	Admin	5	Rifle	J95JCI	1GMDX33L85D277432	RFTA	Gas
G1	2003	Ford Windstar Minivan	Fogging	7	GWS	075HTP	2FMZA5141YBA71684	RFTA	Gas

**EXHIBIT "B"**  
**2022 GARFIELD COUNTY HOLIDAY SCHEDULE**

Monday, January 3rd - New Year's  
Day Monday, February 21st -  
President's Day Monday, May 30th -  
Memorial Day Monday, July 4th -  
Independence Day Monday,  
September 5<sup>h</sup> - Labor Day Friday,  
November 11<sup>th</sup> - Veteran's Day  
Thursday, November 24<sup>th</sup> - Thanksgiving  
Day Friday, November 25<sup>th</sup> - Post  
Thanksgiving Day Friday, December 23rd -  
Pre-Christmas Eve Day Monday, December  
26<sup>th</sup> - Christmas Day Observed

## Attachment No. 2

### 2022 Transportation Cost Methodology

#### Cost Methodology—2022

Transportation Budget	Annual	
Wages	\$ 21,116.00	Staff: 32% Manager
Employee Benefits	\$ 11,440.00	7% Prog Coordinator
Communication	\$ 200.00	
Motor Pool Charges	\$ 50.00	
Training	\$ 200.00	
Office Supplies	\$ 200.00	
Computer Supplies	\$ 200.00	
Freight, Postage, Delivery	\$ 200.00	
<b>Total County Expenses</b>	<b>\$ 33,606.00</b>	

<b>RFTA</b>	<b>\$690,255.00</b>	Projected based on RFTA Actual Expenditures	
<i>MINUS GWS Paratransit</i>	<i>\$ 30,000.00</i>		November 2, 2021, budget
<b>Total RFTA Expenses</b>	<b>\$660,255.00</b>		
<b>Total Expenses</b>	<b>\$693,861.00</b>		
<i>Less Program Income</i>	<i>\$ 13,000.00</i>		
<i>Less CSBG</i>	<i>\$ 60,638.00</i>		
<i>Less Mt. Valley Development</i>	<i>\$ 20,000.00</i>		
<b>Total G/P Income</b>	<b>\$ 93,638.00</b>		
<i>Less 50% County Share RFTA Refund 2020 applied</i>	<i>\$ 346,930.50</i>		
<i>applied</i>	<i>\$ 81,369.65</i>	per 4/19/2021 BOCC Meeting	
<b>Total County Share</b>	<b>\$346,930.50</b>		
<b>Total Revenue</b>	<b>\$440,568.50</b>		
<b>Total Expenses</b>	<b>\$693,861.00</b>		
<b>Income less expenses</b>	<b>\$253,292.50</b>		
Municipal Budget Share for Distribution	\$253,292.50		

## 2022 Traveler Forecast Service And Cost Data

Jurisdiction	Est. Rides	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
Carbondale	742	4,459	10,350	\$45,047.20	\$20,098.85	\$24,948.35
Glenwood Springs	4,688	11,423	27,180	\$169,816.37	\$75,767.51	\$94,048.86
New Castle	908	12,074	18,217	\$75,922.85	\$33,874.74	\$42,048.11
Silt	156	1,067	1,522	\$7,915.04	\$3,531.48	\$4,383.56
Rifle	4,371	14,958	23,813	\$158,648.19	\$70,784.57	\$87,863.62
Garfield County	3,587	28,882	54,510	\$236,511.35	\$236,511.35	\$0.00
<b>Total</b>	<b>14,450</b>	<b>72,863</b>	<b>135,593</b>	<b>\$693,861.00</b>	<b>\$440,568.50</b>	<b>\$253,292.50</b>





2021 Projection (as of 10/24/2021)

2019	2020	Actual YTD 9/30/2021	Est. Accrual Adjustments	Projected Amount	Budget Amount	+/- Budget
\$ 512,133	\$ 357,754	\$ 411,288	\$ (18,053)	\$ 393,235	\$ 549,827	\$ (156,604)
\$ 30,000	\$ 30,000	\$ -	\$ 30,000	\$ 30,000	\$ 30,000	\$ -
\$ 5,183	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 547,316	\$ 387,754	\$ 411,288	\$ 11,935	\$ 423,223	\$ 579,827	\$ (156,604)

2022	Draft Budget	+/- Budget
\$ 490,612	\$ (59,215)	\$ 549,827
\$ 30,000	\$ -	\$ 30,000
\$ -	\$ -	\$ -
\$ 520,612	\$ (59,215)	\$ 579,827

Notes

The amount will change based upon Garco's calculation  
Assumes status quo  
Garfield County Reimbursement of Software Support Expenditures

\$ 42,198	\$ 45,198	\$ 35,531	\$ 14,469	\$ 50,000	\$ 50,000	\$ -
\$ 78,318	\$ 84,976	\$ 64,322	\$ 23,678	\$ 88,000	\$ 88,000	\$ -
\$ 56,536	\$ 41,485	\$ 18,222	\$ -	\$ 18,222	\$ 67,000	\$ (43,778)
\$ 64,448	\$ 39,357	\$ 53,714	\$ 13,660	\$ 68,000	\$ 48,800	\$ 19,200
\$ 150,184	\$ 103,879	\$ 64,454	\$ 16,391	\$ 83,000	\$ 181,200	\$ (98,200)
\$ 21,556	\$ 16,337	\$ 10,899	\$ 9,101	\$ 20,000	\$ 32,000	\$ (12,000)
\$ 2,011	\$ 1,155	\$ 994	\$ 1,616	\$ 2,550	\$ 2,550	\$ -
\$ 1,700	\$ 1,275	\$ -	\$ 2,100	\$ 2,100	\$ 2,100	\$ -
\$ 1,125	\$ 1,750	\$ 5,500	\$ -	\$ 5,500	\$ 1,750	\$ 3,750
\$ 363	\$ 395	\$ 5,366	\$ 1,234	\$ 6,600	\$ 556	\$ 6,600
\$ 36,837	\$ 47,670	\$ 34,253	\$ 20,747	\$ 55,000	\$ 62,000	\$ (7,000)
\$ 58,708	\$ 51,996	\$ 36,598	\$ 17,302	\$ 53,900	\$ 64,200	\$ (10,300)
\$ 533,972	\$ 438,653	\$ 330,330	\$ 120,297	\$ 453,628	\$ 599,600	\$ (141,172)

\$ 61,500	\$ 11,500	\$ 100,300	\$ 12,300	\$ -	\$ (62,000)	\$ -
\$ 24,750	\$ (24,050)	\$ 199,250	\$ 18,050	\$ -	\$ (6,000)	\$ -
\$ 2,550	\$ -	\$ 2,100	\$ -	\$ -	\$ -	\$ -
\$ 1,750	\$ -	\$ 1,750	\$ -	\$ -	\$ -	\$ -
\$ 3,300	\$ 3,300	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 56,300	\$ (5,700)	\$ 72,650	\$ 8,450	\$ 550,450	\$ (44,150)	\$ -

1 Dispatch Position (former Admin Assistant position) - Assumes potential wage adjustment, a merit increase up to 4% and 8%  
1 Supervisor FTE - Assumes potential wage adjustment and a merit increase up to 4%  
Relief Supervisor job Position not budgeted in 2022  
[Full time Drivers recorded in non CDL line below]  
4 FT Drivers and 0.5 Part-time drivers. Assumes: merit increase up to 4%; 2022 budget assumes a 25% increase in driving hours of 7,500 hours.  
Assumed reduction due to fewer budgeted miles in 2022 (83,000 miles) than budgeted in 2021 (107,800 miles)  
Assumes status quo  
Assumes 6 x 5350  
Assumes status quo  
Shift Pay for vehicle logging - assumed 50% of 2021 levels

\$ 40,000	\$ 40,000	\$ 30,000	\$ 10,000	\$ 40,000	\$ 40,000	\$ -
\$ 15,783	\$ 8,420	\$ -	\$ 8,420	\$ 8,420	\$ 15,000	\$ (6,580)
\$ 24,312	\$ 15,849	\$ 10,553	\$ 6,164	\$ 16,697	\$ 16,697	\$ -
\$ 6,453	\$ 6,217	\$ 7,672	\$ 3,528	\$ 11,200	\$ 21,200	\$ -
\$ 103	\$ 55	\$ -	\$ 200	\$ 200	\$ 200	\$ -
\$ 367	\$ 488	\$ 520	\$ -	\$ 520	\$ 1,600	\$ (1,600)
\$ 87,018	\$ 71,029	\$ 110	\$ 90	\$ 200	\$ 500	\$ 20
\$ -	\$ -	\$ 48,835	\$ 33,402	\$ 82,237	\$ 90,397	\$ (8,160)

\$ 40,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 15,000	\$ (5,000)	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 14,021	\$ (2,676)	\$ 9,408	\$ (1,792)	\$ 756	\$ 556	\$ -
\$ 756	\$ (844)	\$ 500	\$ -	\$ 200	\$ -	\$ -
\$ 80,641	\$ (9,756)	\$ -	\$ -	\$ -	\$ -	\$ -

Includes 5% increase in health insurance costs and change in employee's health insurance elections due to change in personnel  
Status quo  
One time consulting fees in 2021 for cost allocation model  
Estimated - insurance renewal is in process  
1517 Blake St. 201 - 30% share of costs and adjustment for 84% allocation to the Traveler  
Estimated  
Estimated per review of prior actuals and to balance travel/training accounts for anticipated needs  
Estimated per review of prior actuals and to balance travel/training accounts for anticipated needs  
Estimated  
Estimated

\$ 34,060	\$ 15,182	\$ 17,376	\$ 11,624	\$ 29,000	\$ 29,000	\$ -
\$ 605	\$ 209	\$ -	\$ 800	\$ 800	\$ 800	\$ -
\$ 760	\$ 370	\$ 225	\$ 575	\$ 800	\$ 810	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 11,564	\$ 5,940	\$ 5,140	\$ 2,860	\$ 8,000	\$ 12,000	\$ (4,000)
\$ 10,038	\$ 3,668	\$ 3,997	\$ 3,003	\$ 7,000	\$ 10,000	\$ (3,000)
\$ 5,183	\$ 10,228	\$ 10,228	\$ -	\$ 10,228	\$ 10,500	\$ (272)
\$ 62,210	\$ 35,599	\$ 36,966	\$ 18,882	\$ 55,828	\$ 63,100	\$ (7,272)
\$ 683,200	\$ 545,291	\$ 416,151	\$ 172,561	\$ 591,493	\$ 748,097	\$ (156,604)
\$ (135,884)	\$ (157,536)	\$ 5,886	\$ (160,626)	\$ (166,270)	\$ (166,270)	\$ (0)
\$ -	\$ (0)	\$ (5,886)	\$ 174,156	\$ 168,270	\$ (68,270)	\$ -
\$ 0	\$ (0)	\$ -	\$ 13,530	\$ 0	\$ (0)	\$ (0)

\$ 30,000	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 672	\$ (128)	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 11,000	\$ (4,000)	\$ 8,000	\$ (2,000)	\$ 8,000	\$ (2,000)	\$ -
\$ 8,820	\$ (1,680)	\$ 8,820	\$ -	\$ 8,820	\$ (1,680)	\$ -
\$ 59,164	\$ (3,986)	\$ 690,255	\$ (57,842)	\$ (169,643)	\$ (1,373)	\$ -
\$ 169,643	\$ 1,373	\$ -	\$ -	\$ -	\$ -	\$ -

Includes repairs and fuel purchased at Garfield County; Assumes: Fuel is based on approximately 34,000 miles budgeted in 2021  
Status quo  
Status quo  
Fuel charged internally at BTRX. Assumes 83,000 total miles budgeted in 2022 with 49,000 miles budgeted in 2022; Projected in 2022 budgeted miles are approximately 80% of 2021 budgeted miles.  
Route Match Software Support (84% allocation of total cost to the Traveler)

Status Quo - this amount will change based on Garco's calculation

**Transportation Arithmetic & Assumptions**  
**Table 1. Cost Allocation Basis 2022 Draft Budget**

<b>Compensation</b>	<b>Line Item Cost</b>	<b>Cost Category</b>	<b>Varies By</b>
Administration	61,500	Fixed	
Transportation Supervisor	100,300	Fixed	
Relief Supervisor			
Bus Operator 3 (FTYR)			
Bus Operator 2 (PTYR)	24,750	Variable	Hours
Bus Operatorâ€Non CDL(FTYR)	199,250	Variable	Hours
Mechanics	26,000	Variable	Miles
Overtime Pay	2,550	Variable	Hours
Alt Activity	2,100	Variable	Hours
Bonus Pay	1,750	Variable	Hours
Shift Pay	3,300	Variable	Hours
Separation Pay		Variable	Hours
Fringe Benefits	56,300	Variable	Hours
Health Insurance	72,650	Variable	Hours
<b>Subtotal Traveler's Compensation Expenditures</b>	<b>550,450</b>		
<b>Admin Operating Expenditures</b>			
Admin Overhead	40,000	Fixed	
Third Party Consulting			
Vehicle Insurance	15,000	Fixed	
Office Rental	14,021	Fixed	
Telephone/Communications	9,408	Fixed	
Staff Training	756	Variable	Hours
Travel	756	Fixed	
Office Supplies	500	Fixed	
Postage	200	Fixed	
<b>Subtotal Traveler's Admin Operating Expenditures</b>	<b>80,641</b>		
<b>Operating Expenditures</b>			
Repairsâ€Third pty sevicees	30,000	Variable	Miles
Drug & Alcohol Testing	672	Variable	Hours
DOT Exams	672	Variable	Hours
Equipment			
Unleaded Fuel	11,000	Variable	Miles
Compressed Natural Gas	8,000	Variable	Miles
Software Support	8,820	Fixed	
<b>Subtotal Traveler's Operating Expenditures</b>	<b>59,164</b>		
<b>Total Traveler's Expenditures</b>	<b>690,255</b>		

**Table 3. 2020 Trip Distances & Durations**

<b>2020 Service Data</b>					
<b>Jurisdiction</b>	<b>Ridership</b>	<b>Loaded Miles</b>	<b>Loaded Hours</b>	<b>Avg. Distance</b>	<b>Avg. Duration</b>
Rifle	3,326	11,382	302	3.4	5.4
Glenwood Springs	3,156	7,691	305	2.4	5.8
Garfield County	1,208	9,728	306	8.1	15.2
New Castle	269	3,579	90	13.3	20.1
Silt	203	1,388	33	6.8	9.8
Carbondale	86	517	20	6.0	14.0
<b>Total</b>	<b>8,248</b>	<b>34,286</b>	<b>1,056</b>	<b>N/A</b>	<b>N/A</b>

**Table 4. 2019 Ridership Data**

<b>2019 Service Data</b>	
<b>Jurisdiction</b>	<b>Ridership</b>
Carbondale	989
Glenwood Springs	6,250
New Castle	1,210
Silt	208
Rifle	5,828
Garfield County	4,782
<b>Total</b>	<b>10,610</b>

**2022 Estimated Service data used in the MOU above are based on:**

Rides = 75% of 2019 ridership

Loaded Miles = Estimated 2022 ridership multiplied by 2020 average trip distances

Loaded Minutes = Estimated 2022 ridership multiplied by 2020 average trip durations.

**Table 5. Marginal rates used in cost model**

<b>Cost Category</b>	<b>Costs by Category</b>	<b>Marginal Rates</b>
Variable Hours	\$348,897	\$2.57
Variable Miles	\$71,740	\$0.98
Fixed	\$273,224	\$18.91
<b>Total</b>	<b>\$693,861</b>	<b>N/A</b>

Nutrition Budget	Annual	
Wages	\$ 150,450.00	
Employee Benefits	\$ 76,124.00	
Professional - Other	\$ 281,625.00	
Repair and maintenance	\$ 200.00	
Rental of Land & Buildings	\$ 100.00	
Communications	\$ 550.00	
Printing and Binding	\$ 300.00	
DHS - Destruction of Records	\$ 250.00	
Travel	\$ 300.00	
Motor Pool Charges	\$ 10,000.00	
Professional Affiliations	\$ 100.00	
Training	\$ 600.00	
Office Supplies	\$ 1,000.00	
Operating Supplies	\$ 9,000.00	
Computer Supplies	\$ 400.00	
Freight, postage, Delivery	\$ 2,600.00	
Copy Machine Usage	\$ 1,300.00	
Food - non travel related	\$ 3,000.00	
Computers & computer equipment	\$ 1,000.00	
<b>Total 12 Month Budget</b>	<b>\$538,899.00</b>	

Staff: 64% Manager  
72% Program Coordinator  
77% Program Coordinator

Less AAA funding	\$ 150,265.00
Less NSIP Incentives	\$ 13,000.00
Less Program Income	\$ 21,000.00
<b>Grant &amp; Program Income Total</b>	<b>\$ 184,265.00</b>
40% County Share of Total Expenses	\$ 215,559.60
<b>Garfield County Share</b>	<b>\$ 215,559.60</b>
Projected Income/County Share	\$ 399,824.60
<b>Income less expenses</b>	<b>\$139,074.40</b>
Municipal Budget Share for Distribution	\$139,074.40

2022	2021		2020		2019	
	# Meals Served	Contributions	# Meals	Contributions	# Meals	Contributions
<b>Municipal Nutrition Contribution</b>						
Jurisdiction						
Carbondale	1,157	\$ 8,806.32	1,342	\$ 4,111	1,241	\$ 1,526.41
Glenwood Springs	6,812	\$51,848.45	4,111	\$ 719	3,873	\$ 4,763.72
New Castle	996	\$7,580.89	723	\$ 2,418	734	\$ 902.81
Silt	1,778	\$13,532.96	2,074	\$ -	2,477	\$ 3,046.67
Parachute	-	\$0.00	-	\$ -	-	\$ -
Rifle	7,529	\$57,305.78	6,420	\$ 7,157	7,918	\$ 9,739.00
<b>Municipal Total Garfield County</b>	<b>18,272</b>	<b>\$139,074.40</b>	<b>15,398</b>	<b>\$ 15,747</b>	<b>16,243</b>	<b>\$ 19,978.60</b>
Parachute	3,325		3,265		3,253	
<b>Grand Total</b>	<b>21,597</b>		<b>18,663</b>		<b>19,496</b>	
Based on July 2020 - June 2021 Usage						
Based on July 2019 - June 2020						
Based on July 2018 - June 2019						
Based on July 2017 - June 2018						

**Cost Methodology—2022**

Transportation Budget	Annual	
Wages	\$ 21,116.00	
Employee Benefits	\$ 11,440.00	Staff: 32% Manager
Communication	\$ 200.00	7% Prog Coordinator
Motor Pool Charges	\$ 50.00	
Training	\$ 200.00	
Office Supplies	\$ 200.00	
Computer Supplies	\$ 200.00	
Freight, Postage,	\$ 200.00	
Delivery	\$ 200.00	
<b>Total County Expenditures</b>	<b>\$ 33,606.00</b>	

**RFTA** \$690,255.00 Projected based on RFTA Actual Expenditures November 2, 2021 budget  
**MINUS GWS Paratral** \$ 30,000.00  
**Total RFTA Expense** \$ 660,255.00

**Total Expenses** \$ 693,861.00  
 Less Program Income \$ 13,000.00  
 Less CSBG \$ 60,638.00  
 Less Mt. Valley Devle \$ 20,000.00  
**Total G/P Income** \$ 93,638.00  
 Less 50% County Share \$346,330.50  
 RFTA Refund 2020 at \$ 81,369.65  
**Total County Share** \$346,930.50

per 4/19/2021 BOCC Meeting

**Total Revenue** \$440,568.50  
**Total Expenses** \$ 693,861.00  
**Income less expend** \$253,292.50  
 Municipal Budget Share  
 for Distribution \$253,292.50

Prepared by Ross Peterson

**2022 Traveler Forecast Service And Cost Data**

Jurisdiction	Est. Rides	Est. Loaded Miles	Est. Loaded Minutes	Est. Fully Allocated Cost	Est. Allocation of County Contribution, Grants & Program Income	Est. Net Responsibility for Each Municipality
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Garfield County	3,587	28,882	54,510	\$236,511.35	\$236,511.35	\$0.00
<b>Total</b>	<b>14,450</b>	<b>72,863</b>	<b>135,593</b>	<b>\$693,861.00</b>	<b>\$440,568.50</b>	<b>\$253,292.50</b>

Well & Wise Budget	Annual	
Wages	\$ 32,062.00	Staff: 4% Manager
Employee Benefits	\$ 17,174.00	28% Program Coordinator
Repair & maintenance	\$ 25.00	
Licenses and permits	\$ 750.00	16% Program Coordinator
Travel	\$ 1,000.00	
Motor Pool Charges	\$ 500.00	
Training	\$ 3,000.00	
Office supplies	\$ 100.00	
Other supplies	\$ 100.00	
Food - non travel related	\$ 4,000.00	
Computers & computer equipment	\$ 600.00	

**Total 12 Month Budget** **\$59,311.00**

**Less AAA funding** **\$ 50,000.00**

**Grant & Program Income Total** **\$ 50,000.00**

*Income less expenses* \$9,311.00

**Total County Match** **\$9,311.00**



COMBINED CONTRIBUTION BREAKDOWN

Jurisdiction	2022		2022		2022		2022		2022		2022	
	Nutrition Contribution	Transportation Contribution	Well & Wise Contribution	Total Contributions	RFTA Transportation Contribution	Nutrition Contribution	Transportation Contribution	Well & Wise Contribution	Net Adjusted Total			
Carbondale	\$8,806.32	\$24,948.35	-	\$33,754.67	\$24,948.35	\$8,806.32	-	-	\$8,806.32			
Glenwood Springs	\$51,848.45	\$94,048.86	-	\$145,897.31	\$94,048.86	\$51,848.45	-	-	\$51,848.45			
New Castle	\$7,580.89	\$42,048.11	-	\$49,629.00	\$42,048.11	\$7,580.89	-	-	\$7,580.89			
Silt	\$13,532.96	\$4,383.56	-	\$17,916.52		\$13,532.96	\$4,383.56	-	\$17,916.52			
Rifle	\$57,305.78	\$87,863.62	-	\$145,169.40		\$57,305.78	\$87,863.62	-	\$145,169.40			
Garfield County	\$ 215,559.60	\$ 346,930.50	9,311.00	\$571,801.10		\$215,559.60	\$346,930.50	9,311.00	\$571,801.10			
Totals	\$354,634.00	\$600,223.00	9,311.00	\$964,168.00	\$161,045.31	\$354,634.00	439,177.69	9,311.00	\$803,122.69			