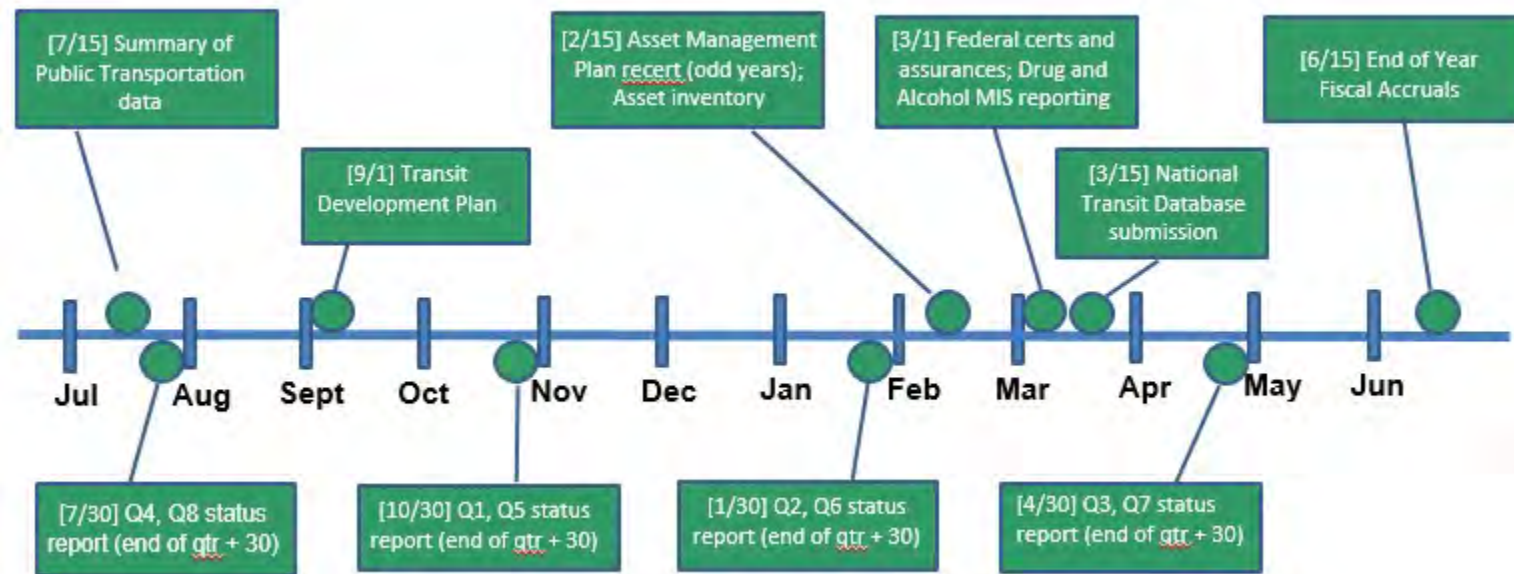
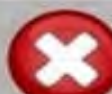
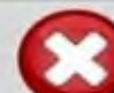
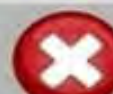
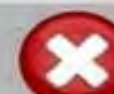


WSDOT – Public Transportation Division
2021-23 Grant Management Training
Supplement

Biennial timeline (due dates)



ADA supplement

		SERVICE DOGS	THERAPY DOGS	EMOTIONAL SUPPORT ANIMALS
COMPARISON		SERVICE DOGS	THERAPY DOGS	EMOTIONAL SUPPORT
	ADA covered: Rights to bring animal into public establishments			
	Needs to tolerate a wide variety of experiences, environments, people			
	May live with their Disabled owners, even if "No Pets" policy in place			
	Primary function is to provide emotional support, through companionship			
	Specifically trained to assist just one person			
	Provide emotional support and comfort to many people			

Policy requirements – federal

DBE plan - all FTA recipients who receive \$250,000 or more in FTA operating, planning, or non-rolling stock capital assistance in a Federal fiscal year to have a DBE program meeting the requirements of 49 CFR part 26.

Drug and alcohol program/policy - FTA 5309, 5311, 5339 only

Equal employment opportunity - 50+ transit employees

Unfair competition complaint process - all FTA recipients

Title VI policy/plan - all FTA recipients

The Business Services Team (BST)

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Jeff Petterson - Capital Projects Engineer
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Alan Soicher - Capital Projects Planner
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GMS

Pam Smith - Grants Management System Administrator
and W Washington Drug & Alcohol Program Manager
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Lori Barnhart – Contracts, FTA Grants, GMS Team
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Cherryl Steben – Funding / Compliance / GMS Support
360-705-7919 / StebenC@wsdot.wa.gov

Capital reimbursement required attachments

Please include the following supporting documents for each vehicle:

- Vendor invoice
- Copy of vehicle acceptance letter to vendor
- Vehicle Registration Certificate showing WSDOT as Legal Owner
- Post-delivery Purchaser's Requirements Certification
- Post-delivery Federal Motor Vehicle Safety Standards (FMVSS) compliance certification
- Vehicle Documentation & Visual Inspection Form (signed and dated with results for every Item (or N/A))
- Road Test Form (signed and dated with Results for every Item (or N/A))
- Proof of insurance

Additional for Federal funded procurements:

- Post-Delivery Buy America Certification (if over \$150,000)
- Buy America Post Delivery Audit (American Content Report)

Vehicle useful life thresholds

Vehicle Category		FTA Minimum Useful Life (Whichever Comes First)		Agency's Useful Life Benchmark (Whichever Comes First)	
		Year	Miles	Year	Miles
	Heavy-Duty Large Bus	12	500,000	15	750,000
	Heavy-Duty Small Bus	10	350,000	12	500,000
	Medium-Duty and Purpose-Built Bus	7	200,000	9	300,000
	Light-Duty Mid-Size Bus	5	150,000	7	200,000
	Light-Duty Small Cutaway, and Modified Van	4	100,000	5	125,000

Helpful links

Federal labor posters

<https://www.dol.gov/general/topics/posters>

State labor posters

[Notice to Employees, Job Safety and Health Law, Your Rights as a Worker](#)

[Minimum wage annual notice](#)

[Unemployment benefits poster](#)

WSDOT sources

[Apply for and manage your grant page](#)

[2020 Consolidated grant guidebook](#) (next version ETA: October)

[GMS training videos](#)

[Consolidated grants award page](#)

[RTAP scholarship page](#)

Other

[Occupational employment and wage estimates](#) for estimating volunteer market value

[FTA Civil Rights/ADA page](#)

[2 CFR Part 200](#) – The “Super Circular”

[2 CFR Part 1201](#) – Requirements for federal awards

[FTA Best Practices Procurement Manual](#)

[FTA Third-Party Contracting Guidance 4220.1](#)

[DES contracting and purchasing page](#)

[SAM.gov](#)

[OFM state per diem rates](#)