



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.11.

2/7/2023

Subject:

Approval, Re: Authorizing Resolution, Grant Application, Certifications and Assurances, Execution of Follow-Up Grant Agreement for FY2023/SFY2024 Space Coast Area Transit Section 5310 Formula Grant with the Florida Department of Transportation.

Fiscal Impact:

FY 2023

\$580,140 from Federal Transit Administration, Section 5310 Funds (4136/303XXX)

\$72,518 from Sale of Surplus Vehicles (4140/R30375)

\$72,517 from FDOT Toll Revenue Credit (no exchange of funds occurs).

Dept/Office:

Transit Services Department

Requested Action:

It is requested that the Board of County Commissioners approve the following actions for the FY2023/SFY2024 Section 5310 Formula Grant for Enhanced Mobility of Seniors and Individuals with Disabilities with the Florida

- Authorize the Chair to sign the Authorizing Resolution, FDOT Certifications and Assurances and Form SF -424: Application for Federal Assistance;
- The use of FDOT Toll Revenue Credits as local match source;
- The Transit Services Director to sign the Grant Application - Applicant Information, Applicant Eligibility, Grant Application Cover Letter, Transportation Plan Certification, Proposed Budget, Standard Lobbying Certification, Leasing Certification and the Certification of Equivalent Service;
- If necessary, the Transit Services Director to execute and submit the Grant Agreement electronically, contingent upon County Attorney and Risk Management approvals;
- Authorize the Transit Services Director to execute any additional follow-up documentation, resolution and amendments necessary to secure these funds;
- Authorize the County Manager to execute any necessary budget change requests.

Summary Explanation and Background:

Federal Transit Administration's (FTA) Section 5310, Formula Grant for Enhanced Mobility of Seniors and Individuals with Disabilities provides formula funding to states to improve mobility for seniors and individuals with disabilities by removing barriers to transportation service and expanding transportation mobility options. This program supports transportation services, planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities. The funds are distributed to states based on formula for rural, small urban and large urban areas. States then solicit applications from eligible agencies for these competitive grants.

This 5310 Grant funding will allow us to meet our mission, "To provide quality transportation services that meet the needs of the public and enhances the quality of life of the community." It is the desire of Space Coast Area Transit to purchase five Ford E-450's; which will all be replacement vehicles. This purchase of five buses will aid in reducing rising maintenance costs of older buses that have exceeded their useful life of 5 years and 200,000 miles. The vehicles to be replaced are 2013 28' Champion Defender models all with current miles ranging from 209,000 to 242,000 and in need of frequent repairs which is unsustainable due to the constant repair costs, downtime and breakdowns/road calls.

The Federal Transit Administration requires Space Coast Area Transit (Brevard County) to maintain a Transit Asset Management Plan, mandating assets be kept in a state of good repair. As outlined in our Transit Asset Management Plan, we have scheduled target goals for replacement of transit vehicles based on Federal Useful Life parameters for each vehicle type. This grant will allow Space Coast Area Transit to meet our target goals.

The total grant request is \$725,175; 80% (\$580,140) will be funded through the 5310-formula grant, 10% local match (\$72,518) will be funded by the County using proceeds received from the sale of Transit surplus vehicles and 10% state match (\$72,517) from FDOT Toll Revenue Credit Program. There are no impacts to General Funds revenue for this project.

Clerk to the Board Instructions:

Please have the Chair sign the Authorizing Resolution, FDOT Certifications and Assurances and Form SF424: Application for Federal Assistance. Send one set and the Board Memo to Transit Services Department.



Kimberly Powell, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

Telephone: (321) 637-2001
Fax: (321) 264-6972
Kimberly.Powell@brevardclerk.us

February 8, 2023

MEMORANDUM

TO: Terry Jordan, Transit Services Director

RE: Item F.11., Authorizing Resolution, Grant Application, Certifications and Assurances, Execution of Follow-Up Grant Agreement for FY2023/SFY2024 Space Coast Area Transit (SCAT) Section 5310 Formula Grant with the Florida Department of Transportation (FDOT)

The Board of County Commissioners, in regular session on February 7, 2023 approved the following actions for the FY2023/SFY2024 SCAT Section 5310 Formula Grant for Enhanced Mobility of Seniors and Individuals with Disabilities with FDOT:

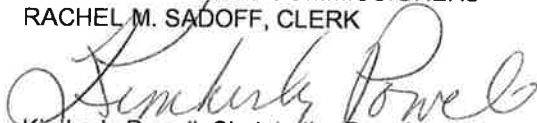
- Executed and adopted Resolution No. 23-014, authorizing the signing and submission of FDOT Public Transit Section 5310 and supporting documents and assurance to the FDOT, the acceptance of a grant award from the FDOT, and the purchase of vehicles and/or equipment and/or expenditure of grant funds, pursuant to a grant award;
- Executed FDOT Certifications and Assurances and Form SF-424: Application for Federal Assistance;
- Authorized the use of FDOT Toll Revenue Credits as local match source;
- Authorized you to sign the Grant Application, Application information, Application eligibility, Grant Application Cover Letter, Transportation Plan Certification, Proposed Budget, Standard Lobbying Certification, Leasing Certification, and the Certification of Equivalent Service;
- Authorized you, if necessary, to execute and submit the Grant Agreement electronically, contingent upon County Attorney and Risk Management approvals;
- And authorized you to execute any additional follow-up documentation, resolution, and amendments necessary to secure these funds; and authorized the County manager to execute any necessary Budget Change Requests.

Enclosed are fully-executed Resolution, FDOT Certifications and Assurances, and Form SF-424: Application for Federal Assistance.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK


Kimberly Powell, Clerk to the Board

/ds

Encls. (3)

cc:

County Manager
Finance
Budget

Proof of Local Match – Capital Projects

Instructions: Local match amounts and sources must be clearly identified below. Reviewers will use the information provided here to determine whether proposed sources of local match are eligible and sufficient to support the requested award.

Contract revenue from the provision of transportation services to social service agencies may also be used as local match. The costs associated with providing the contract revenue service must be included in the project budget if using

Capital Project Total:		\$725,175
Revenue Type <i>Use dropdown to select</i>	Description	Amount
Federal Government		\$580,140
State Government		\$72,517
Local Government		\$72,518
Total	-	\$725,175

Vehicle and Equipment Request

Instructions: All vehicle requests must be supported with a completed sample order form in order to generate a more accurate estimation of the vehicle cost. If using the TRIPS Enable adding rows Disable adding rows

Vehicle Request

Instructions: Under Description/Vehicle Type, include the length and type vehicle, lift or ramp, number of seats and wheelchair positions. For example, 22' gasoline bus with lift,

Instructions	Description	ALJ	Fuel Type	Useful Life (Years)	Passenger Seats	Wheelchair Positions	Quantity	Unit Cost	Total Cost	Federal Share	State Share	Local Share	Order Form Completed
Use drop-down to select request description	Bus - Replacement Under 30'	11.12.04	Gas	7	70	20	5	\$145,035	\$725,175	\$580,140	\$72,517	\$72,518	Yes
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Use drop-down to select request description									\$0	\$0	\$0	\$0	
Total									\$725,175	\$580,140	\$72,517	\$72,518	

Vehicles to be Replaced

Instructions: Vehicles listed for replacement must be included in the TransCIP 2.0 Inventory. If more space is needed to

FDOT Control #	VIN	Make	Type	Year	Ramp or LR	Passenger Seats	Wheelchair Positions	Status	Mileage
	5WEXWSKK0DH	Champion	Defender	2013	Lift	20	6		242,167
	5WEXWSKK9DH	Champion	Defender	2013	Lift	20	6		228,462
	5WEXWSKK6DH	Champion	Defender	2013	Lift	20	6		218,016
	5WEXWSKK2DH	Champion	Defender	2013	Lift	20	6		209,622
	5WEXWSKK8DH	Champion	Defender	2013	Lift	20	6		213,789
Total/Average						100	30		222,411

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

01/13/2023

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Brevard County Board of County Commissioners

* b. Employer/Taxpayer Identification Number (EIN/TIN):

59-6000523

* c. UEI:

U9WRHX25GD23

d. Address:

* Street1:

401 S. Varr Ave

Street2:

* City:

Cocoa

County/Parish:

* State:

FL: Florida

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

32922-8623

e. Organizational Unit:

Department Name:

Transit Services

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Terry

Middle Name:

* Last Name:

Jordan

Suffix:

Title:

Transit Services Director

Organizational Affiliation:

* Telephone Number:

(321) 635-7815

Fax Number:

(321) 633-1905

* Email:

Terry.Jordan@brevardfl.gov

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

B: County Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

Federal Transit Administration

11. Catalog of Federal Domestic Assistance Number:

5310

CFDA Title:

Enhanced Mobility of Seniors and Individuals with Disabilities

*** 12. Funding Opportunity Number:**

5310

* Title:

Enhanced Mobility of Seniors and Individuals with Disabilities

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Bus - Replacement Under 30'

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="580,140.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text" value="72,517.00"/>
* d. Local	<input type="text" value="72,518.00"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="725,175.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- a. This application was made available to the State under the Executive Order 12372 Process for review on
- b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

- Yes
- No

If "Yes", provide explanation and attach

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 18, Section 1001)**

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:
Middle Name:
* Last Name:
Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

RITA PRITCHETT

South Operations
460 S. Harbor City Blvd
Melbourne, FL 32901
Office: 321.952.4561
Fax: 321.952.4546



RESOLUTION NO. 23-014

A RESOLUTION of the Brevard County Board of County Commissioners authorizing the signing and submission of Florida Department of Transportation Public Transit Section 5310 and supporting documents and assurances to the Florida Department of Transportation, the acceptance of a grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grant funds pursuant to a grant award.

WHEREAS, Brevard County Board of County Commissioners has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

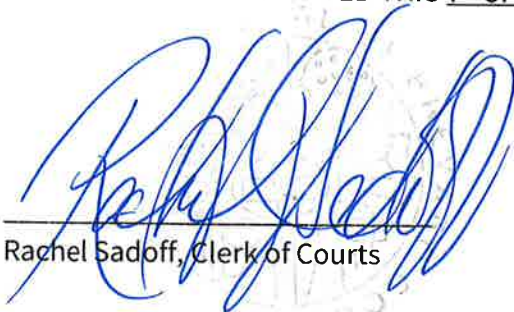
NOW, THEREFORE, BE IT RESOLVED BY THE Brevard County Board of County Commissioners, FLORIDA:

This resolution applies to the Federal Program under U.S.C. Section 5310.

The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.

The Chair, Brevard County Board of County Commissioners is authorized to sign the application, accept a grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS 7th of February 2023.



Rachel Sadoff, Clerk of Courts



Rita Pritchett, Chair
As approved by the Board on 2/7/2023.



RideLine 321.633.1878

321Transit.com

Vanpool 321.952.4562

FDOT Certification and Assurances

Brevard County Board of County Commissioners certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5310 dated 7th day of February 2023.

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
 - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
 - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
 - Section 252.42 – Government equipment, services and facilities: In the event of any emergency, the division may make available any equipment, services, or facilities owned or organized by the state or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area or upon the request of any recognized and accredited relief agency through such duly constituted authority.
- 3 It shall comply with Florida Administrative Code (**Does not apply to Section 5310 only recipients**):
 - Rule Chapter 14-73–Public Transportation
 - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
 - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
 - Rule Chapter 41-2–Commission for the Transportation Disadvantaged
- 4 It shall comply with FDOT’s:
 - Bus Transit System Safety Program Procedure No. 725-030-009 (**Does not apply to Section 5310 only recipients**)
 - Transit Vehicle Inventory Management Procedure No. 725-030-025
 - Public Transportation Vehicle Leasing Procedure No. 725-030-001
 - Guidelines for Acquiring Vehicles
 - Procurement Guidance for Transit Agencies Manual
- 5 It has the fiscal and managerial capability and legal authority to file the application. Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 6 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 7 It will maintain project vehicles/equipment in good working order for the useful life of

the vehicles/equipment.

- 8 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 9 It recognizes FDOT's authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.
- 10 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 11 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/equipment and submit related reports as required by FDOT.
- 12 It will notify FDOT and request assistance if a vehicle should become unserviceable.
- 13 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 14 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.
- 15 Executive Order 20-44: If agency is required by the Internal Revenue Code to file IRS Form 990 and is named in statute. Agencies (sub-recipients) shall submit an Annual Report to the Department, including the most recent IRS Form 990, detailing the total compensation for each member of the agency's executive leadership team. Total compensation shall include salary, bonuses, cashed-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. Agency shall inform the Department of any changes in total executive compensation during the period between the filing of Annual Reports within 60 days of any change taking effect. Annual Reports shall be in the form approved by the Department and shall be submitted to the Department at fdotsingleaudit@dot.state.fl.us within 180 days following the end of each tax year of the agency receiving Department funding.


RACHEL SADOFF, CLERK COURTS

Brevard County Board of County Commissioners


Rita Pritchett, Chair

As approved by the Board on 2/7/2023.