

Meeting Date
10/4/16



AGENDA	
Section	CONSENT
Item No.	II.B.6

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval of Authorizing Resolution, Grant Application, Standard Assurances and Execution of Follow Up Grant Agreement, Re: Florida Commission for the Transportation Disadvantaged Enhanced Mobility Grant (Fiscal Impact \$129,558)
DEPT/OFFICE:	Community Services Group / Transit Services Department

Requested Action:

It is requested that the Board of County Commissioners approve and authorize the following actions for the Enhanced Mobility Grant from the Florida Commission for the Transportation Disadvantaged in the amount of \$129,558:

- the Chairman to sign the Authorizing Resolution,
- the Chairman to sign the Grant Application,
- the Chairman to sign the Standard Assurances,
- approve all budgetary documents,
- the Chairman to sign the Joint Participation Agreement, if funding is awarded, contingent upon County Attorney and Risk Management approval,
- the Chairman to sign any funding/coordination agreement, contingent upon County Attorney and Risk Management approval, required by the Florida Commission for the Transportation Disadvantaged,
- the Transit Director to execute any additional follow-up documentation/resolutions and amendments necessary to secure these funds.

Summary Explanation & Background:

The 2016 Florida Legislature authorized \$1,750,000 of non-recurring funds to be competitively awarded by the Commission to Community Transportation Coordinators (CTCs) to support projects that:

- 1) enhance the access of older adults, persons with disabilities, and low income individuals to healthcare, shopping, education, employment, public services, and recreation;
- 2) assist in the development, improvement, and use of transportation systems in non-urbanized areas;
- 3) promote the efficient coordination of services;
- 4) support inter-city bus transportation; or
- 5) encourage private transportation provider participation.

In June, the State awarded approximately \$750,000 in this grant program; Space Coast Area Transit's previous application was not successful. This is the second application request and the State is expected to release all of the remaining funds. The first application has been reviewed and rewritten and will be resubmitted for Space Coast Center for Independent Living's (SCCIL) "Need a Ride" program. Staff spoke to the SCCIL and agreed to submit their application and contract manage any award, if the agency would complete their grant application in time for Board Approval. SCCIL will have to sign a Coordination Agreement with the County to received funding from the Commission for the Transportation Disadvantaged.

SCCIL's door to door service supplements the service that is provided by Space Coast Area Transit. SCCIL is requesting a total of \$129,558. SCCIL is responsible for providing their own matching funds of \$12,956.

If the application is successful, the grant funds would be passed through the Transit Services Department budget beginning in January 2017 and the funding would be for six months. **NOTE:** Brevard County will receive approximately \$200,000 additional funding for its Transportation Disadvantaged service starting in FY2017, so there is not a need for the County to apply for this one time grant funding opportunity.

Fiscal Impact Analysis:	Business Area	Amount	Description
FY2016-17	TBD	\$129,558	Commission for the Transportation Disadvantaged

Name: Jim Liesenfelt, Transit Services Director
 Phone: 635-7815 ext. 601; E-mail: Jim.Liesenfelt@brevardfl.gov

Clerk to the Board Instructions:

Exhibits Attached: (1) Grant Applications, (1) Authorizing Resolutions, (1) Standard Assurances

Contract /Agreement (If attached):		Reviewed by County Attorney	Yes <input type="checkbox"/>	No <input type="checkbox"/>	PR <input type="checkbox"/>
County Manager	Assistant County Manager	Department Director / Extension			
Stockton Whitten	Venetta Valdengo	James P. Liesenfelt, Transit Services Director			



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

Telephone: (321) 637-2001
Fax: (321) 264-6972
Tammy.Rowe@brevardclerk.us

October 5, 2016

MEMORANDUM

TO: James Liesenfelt, Transit Services Director

RE: Item II.B.6., Resolution, Grant Application, Standard Assurances and Execution of Follow-Up Grant Agreement for Florida Commission for the Transportation Disadvantaged Enhanced Mobility Grant

The Board of County Commissioners, in regular session on October 4, 2016, executed the Authorizing Resolution, Grant Application, and Standard Assurances; approved all budgetary documents; authorized the Chairman to execute the Joint Participation Agreement, if funding is awarded, contingent upon County Attorney and Risk Management; authorized the Chairman to execute any funding/coordinating agreement, contingent upon County Attorney and Risk Management approval, required by the Florida Commission for the Transportation Disadvantaged; and you to execute any additional follow-up documentation/resolutions and amendments necessary to secure these funds. Enclosed are a certified copy of the Resolution, Original Grant Application, and Standard Assurances and Follow-Up Agreement.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/cm

Encls. (3)

cc: Contracts Administration
Finance
Budget

APPLICATION FORMS

- EXHIBIT A** Grant Application (Application Form)
- EXHIBIT B** Grant Application (Scope)
- EXHIBIT C** Grant Application (Sample Authorizing Resolution)
- EXHIBIT D** Grant Application (Standard Assurances)

EXHIBIT A

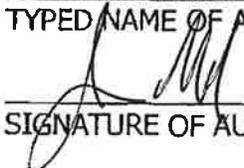
**Commission for the Transportation Disadvantaged
Grant Application Form for
the Mobility Enhancement Grant**

1. DATE SUBMITTED: 10/4/2016
2. LEGAL NAME OF APPLICANT: Brevard County Board of County Commissioners
3. FEDERAL IDENTIFICATION NUMBER: 59-60000523
4. REMITTANCE ADDRESS: 401 South Varr Ave.
5. CITY AND STATE: Cocoa, FL ZIP CODE: 32922
6. CONTACT PERSON FOR THIS GRANT: Jim Liesenfelt
7. PHONE NUMBER: 321 635-7815 FAX NUMBER: 321 633-1905
8. E-MAIL ADDRESS: jim.liesenfelt@brevardcounty.us
9. PROJECT LOCATION [County(ies)]: Brevard County
10. PROPOSED START DATE: January 1, 2017 ENDING DATE: June 30, 2017
11. ESTIMATED PROJECT FUNDING REQUESTED:
Grant Funds \$ 116,602 90%
Local Match \$ 12,956 10%
TOTAL \$ 129,558 100%

12. I hereby certify that this document has been duly authorized by the governing body of the applicant, and the applicant intends to complete the project, and to comply with any attached assurances if the assistance is awarded.

Jim Barfield, Chairman

TYPED NAME OF AUTHORIZED REPRESENTATIVE AND TITLE


SIGNATURE OF AUTHORIZED REPRESENTATIVE

As approved by the Board on 10/4/16
DATE

Attest:



SCOTT ELLIS, CLERK

EXHIBIT B

SCOPE

Project Description:

The Brevard County Board of County Commissioners has provided Transportation Disadvantaged services for over forty years using its own directly operated services and leasing vans to human services agencies providing Transportation Disadvantaged service to Transportation Disadvantaged citizens of Brevard County. As of August, 2016, twenty (20) human services agencies are providing door to door service with 38 vans, 13 vans that are lift equipped. The human service agencies provide transportation service for medical appointments, shopping, work and recreational purposes. Ridership on the human service agency operated vans is two to three times larger than ridership provided on Space Coast Area Transit operated paratransit vehicles.

One of the long time agencies providing paratransit service is the Space Coast Center for Independent Living Inc. (SCCIL), a not for profit agency providing services and programs that promotes independence for all people with disabilities. One of the three featured focus areas of SCCIL is the "Need a Ride" transportation program, a demand responsive service. The service program provides door-to-door. The service is designed to meet the transportation needs of Transportation Disadvantaged individuals to medical appointments, legal appointments, grocery shopping, social recreational opportunities, and where local public transportation is not available to provide "beyond ADA" transportation.

SCCIL has been operating the "Need a Ride" transportation program since 1985 with between one (1) and five (5) vans, depending on funding availability. SCCIL has qualified and received grant funding through Space Coast Area Transit and Florida Department of Transportation in the past several years, including Section 5310 and New Freedom funding.

Space Coast Area Transit and SCCIL will continue to work cooperatively to refer customers to each transportation program to provide the highest, unduplicated, level of service that can be provided. Both Space Coast Area Transit and SCCIL will review that the customers for the "Need a Ride" program shall be Transportation Disadvantaged eligible citizens that qualify under Chapter 427.

The "Need a Ride" program will operate Monday through Friday from 8:00 a.m. to 5 p.m. for the majority of the trips. SCCIL is currently providing service with two (2) vans. The need is so great that SCCIL's service can experience a 2 to 3 week waiting period. The proposed project would include an increase of two (2) vans to the current two (2) van fleet making it a total of four (4) vans to expand the existing service level to meet the increased demand. This level of service will enable SCCIL to increase from 2,856 one-way trips to 5,712 annual one-way trips.

Project Timeframe:

SCCIL provides the "Need a Ride" service program on an ongoing basis based on funding availability. With the Mobility Enhancement Grant funding, the current service will continue and will increase with two (2) additional vans and drivers from January 1, 2017 and June 30, 2017.

Project Performance Measures:

The SCCIL estimates providing 476 trips per month for a total of 2856 trips for the period of the grant. This projection was made using the SCCIL's database, CILs First, for the transportation's "Need a Ride" program, which records all participant's activity and demographics. The CILs First database has been reviewed and approved by US Department of Education and the State of Florida, Division of Vocational Rehabilitation in 2015 as an effective database for recording. The database records the project's performance measures such as the on-demand service requests, rider's information, ride needs (wheelchair/lift), purpose of ride and other pertinent information.

Project Funding:

Project funding is based on four (4) vans/drivers and one (1) transportation coordinator. Total budget for the "Need a Ride" transportation program providing four (4) vans for critical transportation needs to the transportation disadvantaged to run for 6 months (Jan 1, 2017 – June 30, 2017) is \$129,558. Amounts are broken down by category as follows. Program budget's 10% local cash match of \$23,307 will be provided through SCCIL's unrestricted Cash Funds.

	Jan 2017-Jun 2017
Driver Salaries (4)	71,640
Transportation Coord	13,700
Employee Fringe	11,137
Occupancy	4,556
Supplies	535
Telephone	1,110
Transportation-Fuel	10,200
Transportation-Lease	16,680
	<hr/> \$129,558

EXHIBIT C

2016-183

AUTHORIZING RESOLUTION

A RESOLUTION of the Brevard County Board of County Commissioners, hereinafter BOARD, hereby authorizes the filing of a Mobility Enhancement Grant Application with the Florida Commission for the Transportation Disadvantaged.

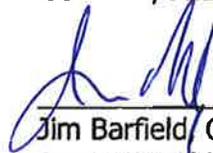
WHEREAS, this BOARD has the authority to file this Grant Application and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD THAT:

1. The BOARD has the authority to file this grant application.
2. The BOARD authorizes Jim Barfield, Chairman to file and execute the application on behalf of the Brevard County Board of County Commissioners with the Florida Commission for the Transportation Disadvantaged.
3. The BOARD'S Registered Agent in Florida is the Chairman. The Registered Agent's address is 2725 Judge Fran Jamieson Way, Viera, FL 32940.
4. The BOARD authorizes Jim Barfield, Chairman to sign any and all agreements or contracts which are required in connection with the application.
5. The BOARD authorizes the Transit Services Director to sign any and all assurances, warranties, certifications and any other documents which may be required in connection with the application or subsequent agreements.

DULY PASSED AND ADOPTED THIS 4th DAY OF October, 2016.

BOARD OF COUNTY COMMISSIONERS, BREVARD
COUNTY, FLORIDA



Jim Barfield/ Chairman

As approved by the Board on 10/4/16

ATTEST:



Scott Ellis, Clerk

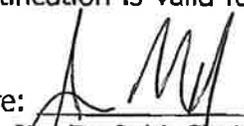
EXHIBIT D

STANDARD ASSURANCES

The recipient hereby assures and certifies that:

- (1) The recipient will comply with the federal, state, and local statutes, regulations, executive orders, and administrative requirements which relate to discrimination on the basis of race, color, creed, religion, sex, age, and handicap with respect to employment, service provision, and procurement.
- (2) Public and private for-profit, transit and paratransit operators have been or will be afforded a fair and timely opportunity by the local recipient to participate to the maximum extent feasible in the planning and provision of the proposed transportation planning services.
- (3) The recipient has the requisite fiscal, managerial, and legal capacity to carry out the Transportation Disadvantaged Program and to receive and disburse State funds.
- (4) The recipient intends to accomplish all tasks as identified in this grant application.
- (5) The recipient is aware that the Mobility Enhancement Grant is a reimbursement grant. Reimbursement of funds will be approved for payment upon receipt of a properly completed invoice with supporting documentation.
- (6) The recipient is aware that the approved project must be complete by June 30, 2017, which means services must be provided by that date or reimbursement will not be approved.
- (7) Mobility Enhancement Grant funds will not be used to supplant or replace existing federal, state, or local government funds.
- (8) Vehicles shall meet or exceed the applicable criteria set forth in the Florida Department of Transportation's Guidelines for Acquiring Vehicles on file with the Commission on January 1, 2017, or criteria set forth by any other federal, state, or local government agency.
- (9) Capital equipment purchased through this grant shall comply with the recipient's competitive procurement requirements or Chapter 287 and Chapter 427, Florida Statutes.

This certification is valid for no longer than the agreement period for which the grant application is filed.

Signature: 
Name: Jim Barfield, Chairman
Title: Brevard County Board of County Commissioners

Date: As approved by the Board on 10/4/2016

ATTEST:


Scott Ellis, Clerk