



AGENDA REPORT
May 22, 2018

Transportation Disadvantaged Trip and Equipment Grant Application



AGENDA REPORT
May 22, 2018

Transportation Disadvantaged Trip and Equipment Grant Application

SUBJECT:

Authorizing Resolution and Grant Application with the Florida Commission for the Transportation Disadvantaged, re: Trip and Equipment Grant (Fiscal Impact: \$1,421,435 State Funds and \$157,937 match)

FISCAL IMPACT:

Fiscal Impact Analysis:

	Business Area	Cost Center	Amount	Description
FY2017-2018	4135	303196	\$ 355,359	TD Grant
FY2018-2019	4135	303196	\$ 1,066,076	TD Grant
FY2017-2018	4130	R30373	\$ 39,484	General Funds
FY2018-2019	4130	R30373	\$ 118,453	General Funds

DEPT/OFFICE:

Transit Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners approve and authorize the following actions for the Trip and Equipment Grant from the Florida Commission for the Transportation Disadvantaged in the amount of \$1,421,435:

- the Chair to sign the Authorizing Resolution,
- the Chair to sign the Grant Application,
- approve all budgetary documents,
- the Chair to sign the Joint Participation Agreement, contingent upon County Attorney and Risk Management approval, and
- authorize the Transit Services Director to sign any and all assurances, warranties, certifications and any other document which may be required in connection with agreement or subsequent agreements.

SUMMARY EXPLANATION and BACKGROUND:

This grant will enable Brevard County to provide curb-to-curb transportation services to residents who are Transportation Disadvantaged (TD) as defined in Florida Statute 427, Part 1. Funds in the Transportation Disadvantaged Trust Fund are allocated, on a formula basis, to each county according to the Florida Administrative Code 41-2. The formula is based on total square miles in the County, passengers miles carried, vehicle miles traveled and population of the county. Brevard County has been allocated \$1,421,435 in FY2018-2019 TD Trust Funds and \$242 in Voluntary Dollars through the license tag renewals. The TD Trust Funds require a 10% local match.

This year's allocation is an increase of about \$15,224. Even though the TD Funds are distributed through a formula, once the agreement is signed, Space Coast Area Transit is reimbursed on a per passenger mile basis through a service rate developed by the CTD with the grant starting on July 1, 2018 to correspond with the State's Fiscal Year.

All of the funding will be used in providing curb-to-curb trips and not for the purchase of capital items. The funds are used to provide paratransit service throughout the county for Medical, Food Shopping, Employment, Educational and various trips, with Medical trips accounting for about ½ of the total service. A total of 67,941 trips were provided under this grant from April 2017 to March 2018, this is an increase of 2,557 trips over last period. The grant funding is allocated and spent according to the State of Florida Fiscal Year; therefore the grant will begin on July 1, 2018. All of the funding is included in Transit Services FY2017-2018 operating budget and will be included in the FY 2018-2019 budget.

CLERK TO THE BOARD INSTRUCTIONS:

Request two certified copies of Authorizing Resolution and one Grant Application

ATTACHMENTS:

Description

- **Authorizing Resolution/Grant Application/Standard Assurances/Rate Form**



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

May 23, 2018

MEMORANDUM

TO: Scott Nelson, Transit Services Director

RE: Item II.B.3., Resolution and Grant Application with Florida Commission for the Transportation Disadvantaged Trip and Equipment

The Board of County Commissioners, in regular session on May 22, 2018, adopted Resolution No. 18-075; executed and approved the Trip and Equipment Grant Application with Florida Commission for the Transportation Disadvantaged; approved all budgetary documents; authorized the Chair to sign the Joint Participation Agreement (JPA), contingent upon County Attorney and Risk Management approval; and authorized you to sign any and all assurances, warranties, certifications, and any other document which may be required in connection with JPA or subsequent agreements. Enclosed are two certified copies of the Resolution and one Grant Application Form for your action.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/ds

Encls. (3)

cc: Contracts Administration
Finance
Budget

AUTHORIZING RESOLUTION

A RESOLUTION of the BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA (Recipient), hereinafter BOARD, hereby authorizes the filing and execution of a Transportation Disadvantaged Trip and Equipment Grant Agreement with the Florida Commission for the Transportation Disadvantaged.

WHEREAS, this BOARD is eligible to receive a Transportation Disadvantaged Trip and Equipment Grant 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 enter into this grant agreement.
2. The BOARD authorizes Rita Pritchett, Chair, to execute the grant agreement on behalf of the County Board of County Commissioners with the Florida Commission for the Transportation Disadvantaged.
3. The BOARD'S Registered Agent in Florida is the Chair. The Registered Agent's address is 2725 Judge Fran Jamieson Way, Viera, FL 32940.
4. The BOARD authorizes Rita Pritchett, Chair, to sign any and all agreements, contracts or amendments which are required in connection with the grant agreement.
5. The BOARD authorizes the Transit Services Director to sign any and all assurances, reimbursement invoices, warranties, certifications and any other documents which may be required in connection with the agreement or subsequent agreements.

DULY PASSED AND ADOPTED THIS 22nd DAY OF May, 2018.

BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA



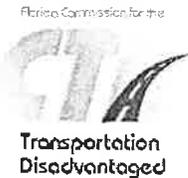
Rita Pritchett, Chair

As approved by the Board on May 22, 2018

(SEAL)



Scott Ellis, Clerk



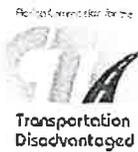
TRANSPORTATION DISADVANTAGED TRIP & EQUIPMENT GRANT STANDARD ASSURANCES

The Grantee hereby assures and certifies that:

1. The Grantee has the requisite fiscal, managerial, and legal capacity to carry out the Transportation Disadvantaged Program and to receive and disburse State funds.
2. The Grantee is aware that the Trip & Equipment Grant is a reimbursement grant. Reimbursement of funds will be approved for payment upon receipt of a properly completed invoice with supporting documentation.
3. Trip & Equipment Grant funds will not be used to supplant or replace existing federal, state, or local government funds.
4. The Grantee understands that an approved written eligibility application and eligibility support documentation is required and is to be maintained for each rider who receives a non-sponsored trip or bus pass and such documentation shall be made available upon request by CTD staff or its designee.
5. The Grantee is aware that if capital equipment is purchased with these grant funds, equipment must be received by the recipient no later than June 30, 2019.
6. The Grantee recipient is aware that the approved project must be complete by June 30, 2019, which means services must be provided by that date or reimbursement will not be approved.
7. Capital equipment purchased through this grant shall comply with the recipient's competitive procurement requirements or Chapter 287 or Chapter 427, Florida Statutes.

This certification is valid for the agreement period for which the grant application is filed.

Signature: Scott J. Nelson Date: 5/7/18
Name: Scott J. Nelson
Title: Transit Services Director
Agency: Brevard County Board of County Commissioners d/b/a Space Coast Area Transit
Service Area: Brevard County



Transportation Disadvantaged Trip & Equipment Grant Application Form

Legal Name	Brevard County Board of County Commissioners d/b/a Space Coast Area Transit		
Federal Employer Identification Number	59-6000523		
Registered Address	401 S. Varr Ave		
City and State	Cocoa	Zip Code	32922
Contact Person for this Grant	Colby Stallings	Phone Number <i>Format 111-111-1111</i>	321-635-7815
E-Mail Address <i>[Required]</i>	colby.stallings@brevardfl.gov		
Project Location <i>[County(ies)]</i>	Brevard	Proposed Project Start Date	7/1/2018
Budget Allocation			
	Grant Amount – State Allocation [90%]		\$1,421,435.00
	Grant Amount – Local Match [10%]		\$157,937.00
	Grant Amount – Proviso [90%]		\$0.00
	Grant Amount – Proviso Match [10%]		\$0.00
	Voluntary Dollar Amount		\$242.00
	Local Match for Voluntary Dollars [In Kind]		\$27.00
	Total Project Amount		\$1,579,641.00

Capital Equipment Request	
	\$ Amount
N/A	\$0.00
N/A	\$0.00
N/A	\$0.00

Local Coordinating Board Review IS Required if Requesting Capital Equipment

If the purchase of capital equipment is included in this Application Form, the application has been reviewed by the ____ Local Coordinating Board.

N/A

Signature of Local Coordinating Board Chairperson

Date

I, the authorized Grant Recipient Representative, hereby certify that the information contained in this form is true and accurate and is submitted in accordance with the 2017-18 Program Manual and Application for the Trip & Equipment Grant.

Signature of Grant Recipient Representative

Rita Pritchett, Chair

AS approved by the Board on 5/22/2018

Date



 Scott Ellis, Clerk