

Meeting Date
8/8/17



AGENDA	
Section	Consent
Item No.	<i>II.B.4</i>

AGENDA REPORT
BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS

SUBJECT:	Approval of Authorizing Resolution, Grant Application, Use of Toll Revenue Credits, Execution of Follow Up Grant Agreement, Re: FY 2018 Space Coast Area Transit Capital and Operating Assistance Grant from Federal Transit Administration (Fiscal Impact \$8,854,674)
DEPT/OFFICE:	Transit Services Department/Space Coast Area Transit

Requested Action:

It is requested that the Board of County Commissioners approve the following actions for the F Y2018, Section 5307 Urbanized Area Formula Program, Capital and Operating Assistance Grant from the Federal Transit Administration (FTA) in the amount of \$8,854,674:

- the Chairman to sign the Authorizing Resolution,
- the Chairman to sign the Grant Application,
- the use of the Florida Department of Transportation (FDOT) Toll Revenue Credits,
- the Chairman to sign the Designation of Signature authority allowing staff to submit the Grant electronically,
- the Transit Director to execute and submit the Grant Agreement electronically, contingent upon County Attorney and Risk Management approval,
- the Transit Director to execute any additional follow-up documentation/resolutions and amendments necessary to secure these funds.

Summary Explanation & Background:

Each year Brevard County is allocated Federal Public Transportation Capital and Operating Assistance under the Urbanized Area Formula Program as identified in 49 U.S.C. 5307. Space Coast Area Transit is applying for a total of \$8,854,674 for its FY 2017-2018 Budget, \$3,251,280 will come from the Palm Bay/Melbourne Urbanized Area FY2016 Allocation, \$4,649,702 from the Palm Bay/Melbourne Urbanized Area FY 2017 Allocations and \$953,692 from the Titusville Urbanized Area FY2016 Allocations. There is a provision for \$1,385,274 of this grant to be used for operating assistance and it requires a match which is accomplished with local and state funds. The remainder of Federal Funds can be used for capital purposes. The total FY 2018 grant is to include the following Capital line items:

Purchase Replacement Buses	\$2,025,000
ADP Hardware	\$50,000
ADP Software	\$89,400
Eng/Design Admin/Maint Facility	\$40,000
Mobile Fare Collection Equipment	\$35,000
Support Equipment	\$40,000
Rehab/Renovate Administration Facility	\$500,000
Lease Support Equipment	\$5,000
Radio/Comm Equipment Purchase & Rehab	\$60,000
Preventative Maintenance	\$2,700,000

Administration/Indirect Cost	\$200,000
Bus Shelters	\$150,000
Bus Signage/Maps	\$75,000
50% Federal Share Operating (Titusville)	\$330,000
50% Federal Share Operating (Non-Titusville)	\$1,055,274
Short Range Planning	\$300,000
Intelligent Transportation Software	\$1,200,000
Total Application Amount	\$8,854,674

The local share is included in SCAT's yearly General Fund Allocation. In addition to County funds, the Florida Department of Transportation will also provide matching funds. The local match for the capital projects will be provided through the Florida DOT Toll Revenue Credits Policy. Under this program, no exchange of funds occurs, however, the use of the Transportation Development Credits will allow for 100% Federal participation in SCAT's FY 2018 capital projects. Through a minimum of local investment, SCAT is able to leverage \$8.8 million in Federal Funds for the County.

The Grant Application has been submitted to the Federal Transit Administration for their review and the Program of Projects are included in Transit Services FY 2017-2018 Budget.

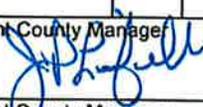
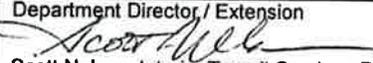
Fiscal Impact:

	Business Area	Cost Center	Amount	Description
FY2017-18	4136	R363421	\$8,854,674	Federal Transit Administration
FY2017-18	4130	R30373	\$1,385,274	Local & State Funds (required to match Federal Operating Assistance)

Clerk to the Board Instructions:

Exhibits Attached: (2) Authorizing Resolutions; (1) Designation of Signature Authority; (1) Opinion of Counsel (1) Grant Application

Contract /Agreement (If attached): Reviewed by County Attorney Yes No PR

County Manager Frank Abbate 	Interim Assistant County Manager Jim Liesenfelt 	Department Director / Extension  Scott Nelson, Interim Transit Services Director Scott.Nelson@brevardfl.gov 635-7815 ext. 601
	Interim Assistant County Manager John Denninghoff	



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

August 9, 2017

M E M O R A N D U M

TO: Scott Nelson, Interim Transit Services Director

RE: Item II.B.4., Resolution, Grant Application, Use of Toll Revenue Credits, and Follow-Up Grant Agreement for FY 2018 Space Coast Area Transit (SCAT) Capital and Operating Assistance Grant from Federal Transit Administration (FTA)

The Board of County Commissioners, in regular session on August 8, 2017, adopted Resolution No. 17-136, executed the Grant Application in the amount of \$8,854,674; approved the use of FDOT Toll Revenue Credits; executed the Designation of Signature Authority allowing staff to submit the Grant electronically; authorized you to execute and submit the Grant Agreement electronically, contingent upon County Attorney and Risk Management approval; and authorized you to execute any additional follow-up documentations/resolutions and amendments necessary to secure these funds. Enclosed are one fully-executed and one certified copy of the Resolution, and the executed Designation of Signature Authority.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe, Deputy Clerk

/cmw

Encls. (3)

cc: Budget
Finance

RESOLUTION NO. 17- 136

Resolution authorizing the filing of applications with the Federal Transit Administration, an operating administration of the United States Department of Transportation, for federal transportation assistance authorized by 49 U.S.C. Chapter 53; title 23, United States Code, or other federal statutes administered by the Federal Transit Administration.

WHEREAS, the Federal Transit Administrator has been delegated authority to award federal financial assistance for a transportation project;

WHEREAS, the grant or cooperative agreement for federal financial assistance will impose certain obligations upon the applicant, and may require the applicant to provide the local share of the project cost;

WHEREAS, the applicant has or will provide all annual certifications and assurances to the Federal Transit Administration required for the project;

WHEREAS, it is the goal of the applicant that minority business enterprise be utilized to the fullest extent possible in connection with these project(s), and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, supplies, equipment contracts, or consultant and other services.

NOW, THEREFORE, BE IT RESOLVED THAT THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA,

1. That Chairman is authorized to execute and file an application for federal assistance on behalf of Brevard County Board of County Commissioners with the Federal Transit Administration for federal assistance authorized by 49 U.S.C. Chapter 53, title 23, United States Code, or other federal statutes authorizing a project administered by the Federal Transit Administration. Brevard County Board of County Commissioners is the designated recipient as defined by 49 U.S.C. 5307(a)(2), or whether the applicant has received authority from the designated recipient to apply for Urbanized Area Formula Program assistance.
2. That Chairman is authorized to execute and file with its applications the annual certifications and assurances and other documents the Federal Transportation Administration requires before awarding a federal assistance grant or cooperative agreement.
3. That the Transit Director is authorized to execute grant and cooperative agreements with the Federal Transit Administration on behalf of Brevard County Board of County Commissioners.

CERTIFICATION

The undersigned duly qualified and acting Chairman, Brevard County Board of County Commissioners, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Board of County Commissioners, Brevard County, Florida, held on August 8, 2017.

(SEAL)



Scott Ellis, Clerk

BY



Curt Smith, Chairman
Brevard County Board of County Commissioners
As approved by the Board on 8/8/17.

Administration Office
401 S. Varr Avenue
Cocoa, FL 32922
Office: 321.635.7815
Fax: 321.633.1905



DESIGNATION OF SIGNATURE AUTHORITY
For The
TRANSIT AWARD MANAGEMENT SYSTEM
(TrAMS)

The Brevard County Board of County Commissioners hereby designates James P. Liesenfelt, Transit Services Director, is authorized to access the Federal Transit Administration's (FTA) Electronic Application/Award Management System, also referred to as the Transit Award Management System (TrAMS), and use a Personal Identification Numbers (PIN) to execute the annual Certifications and Assurances issued by the Federal Transit Administration (FTA), to transmit and submit all applications to FTA for Federal assistance (or amendments thereafter), and to execute all awards of FTA assistance on behalf of the officials named below, thus binding the Applicant/Recipient's compliance with FTA's requirements.

A handwritten signature in blue ink, appearing to read "Curt Smith", written over a horizontal line.

Curt Smith, Chairman
Brevard County Board of County Commissioners
As approved by Board on August 8, 2017

ATTEST:

A handwritten signature in blue ink, appearing to read "Scott Ellis", written over a horizontal line.

Scott Ellis, Clerk



RideLine 321.633-1878

RideSCAT.com

Vanpool 321.952.4562

Application Budget

Acct	Budget Item	FTA Amount
111-00	Purchase Replacement Buses	\$2,025,000
11.42.07	ADP Hardware	\$50,000
11.42.08	ADP Software	\$89,400
11.41.03	Eng/Design Admin/Maint Facility	\$40,000
11.42.10	Mobile Fare Collection Equipment	\$35,000
11.42.20	Support Equipment	\$40,000
11.44.03	Rehab/Renovate Administration Facility	\$500,000
11.46.20	Lease Support Equipment	\$5,000
116-00	Radio/Comm Equipment Purchase & Rehab	\$60,000
11.7A.00	Preventative Maintenance	\$2,700,000
11.79.00	Administration/Indirect Cost	\$200,000
11.93.02	Bus Shelters	\$150,000
11.92.08	Bus Signage/Maps	\$75,000
30.09.01	50% Federal Share Operating (Titusville)	\$330,000
30.0.01	50% Federal Share Operating (Non-Titusville)	\$1,055,274
44.24.00	Short Range Planning	\$300,000
11.62.20	Intelligent Transportation Software	\$1,200,000
	Total Application Amount	\$8,854,674

PROJECT JUSTIFICATION

SCOPE: BUY REPLACEMENT

Replacement Buses

SCAT will replace (9) 28' vehicles in the current fleet. The Federal useful life of these vehicles is either 5 years of service or an accumulation of at least 150,000 miles.

SCAT will replace (2) 30' vehicle in the current fleet. The Federal useful life of these vehicles is either 12 years of service or an accumulation of at least 500,000 miles.

SCOPE: BUS SUPPORT FACILITIES AND EQUIPMENT

ADP Hardware

Replacement of 16 computers used for Dispatching and Volunteers in Motion. SCAT rotates the replacement of the computers. Additionally, SCAT will be purchasing various items needed for their marking/advertising-used to manage the website.

ADP Software

SCAT will purchase software needed for route planning, driver scheduling, dispatching and necessary software for Administration and advertising/marketing throughout the year.

Fare Collection equipment

SCAT will purchase fare collection equipment needed for the bus operations. An RFP will go out in FY 2017 for a new Intelligent Transportation System Software; current fareboxes May require modifications necessary to work with new software.

Facilities Maintenance

Cocoa and Melbourne terminals need to have parking lots resurfaced and painted. Carpet at both the Cocoa and Melbourne terminals (offices) will be replaced. This will also allow for general maintenance of the terminals as needed.

Support Equipment

SCAT will be replacing equipment throughout dispatch, office and administration, as needed. All items will be under \$5,000.

Lease Support Equipment

SCAT will continue to lease 2 copy machines for the support of administration, operations and finance.

Engineering and Design – Administration/Maintenance Facility

Design and Engineering for demolishing of building, construction of parking lot, expansion of bus shelter, addition of restroom and guard shack at Cocoa Terminal.

Intelligent Transportation Software

SCAT will add an ITS to the operations. The project will include: Computer Aided Dispatching/Automatic Vehicle Location (CAD/AVL), Mobile Data Computer (MDC) / Vehicle Logic Unit (VLU), GPS location services, Cellular Mobile Data Communications, Bulk Data Transfer via Wi-Fi, Automatic On-board Voice Enunciator, Information provisioning for the Real-Time Passenger Information (RTPI) system, In-vehicle passenger information display, Time-keeping capabilities, and Passenger Counter.

SCOPE: BUS SIGNAL AND COMMUNICATION EQUIPMENT

Radios

SCAT will replace radios, as necessary, for bus operations. Many have reached their end of their useful life; EOC is updating their radio system and SCAT will upgrade as necessary to ensure that the radio's compatible with the new system.

SCOPE: OTHER CAPITAL PROGRAM ITEMS

Program Administration and Indirect Cost

SCAT will use these funds to cover a portion of the following salaries and benefits: Director, Finance Officer, Administrative Assistant, Planning Technician, Accounting Technician, Transit Planner, Operations Manager, Secretary and Leads. All these positions are responsible for the management of capital projects listed in the grant. SCAT will also use these funds for indirect cost charges.

Preventive Maintenance – Rolling Stock

SCAT contracts bus and van preventative maintenance and fleet management with First Vehicle Services to perform maintenance at scheduled periods.

SCOPE: TRANSIT ENHANCEMENTS

Bus Shelters

SCAT will continue to build and improve bus stops and shelters throughout the County through interlocal agreements and construction contracts.

Acquisition of Signage and Maps

SCAT will purchase bus stop signage, bus stop map PVC boards, along with route maps and schedules for all routes.

SCOPE: OPERATING ASSISTANCE

50% Operating Assistance

These funds will help pay for operating purposes within the Titusville Urban Area and Palm Bay Urban Area. Period of use 10/01/2017-09/30/2018.

SCOPE: METROPOLITAN PLANNING

Short Range Planning

These funds will be used to develop short range transit plans, such as updates to the Transit Development Plan and the Disadvantaged Business Enterprises goals.

NOTICE OF INTENT TO APPLY FOR FEDERAL ASSISTANCE

This is a notice of intent of the Brevard County Board of County Commissioners to apply for Federal assistance under the 5307 funds of the Federal Transit Administration. The following Programs of Projects is consistent with the approved Transportation Improvement Program of the Space Coast Transportation Planning Organization.

FY-2018 Capital Projects:

Purchase Replacement Buses	\$2,025,000
ADP Hardware	\$50,000
ADP Software	\$89,400
Eng/Design Admin/Maint Facility	\$40,000
Mobile Fare Collection Equipment	\$35,000
Support Equipment	\$40,000
Rehab/Renovate Administration Facility	\$500,000
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Total Application Amount	\$8,854,674

The Brevard County Board of County Commissioners will approve the request to submit a grant application to fund the above Program of Projects to the Federal Transit Administration at their August 8, 2017 meeting. If any citizen has a comment on the above projects or wishes to request that a public hearing be held on this program or would like to receive this Program of Projects, they can write to or visit: Space Coast Area Transit Director, 401 South Varr Avenue, Cocoa, FL 32922. This is the draft Program of Projects and if no comments are received and the Board of County Commissioners makes no changes, the draft Program of Projects will stand as the final Program of Projects.

By: James Liesenfelt, Director
Space Coast Area Transit
Brevard County Board of County Commissioners