



AGENDA REPORT
November 13, 2018

**Approval, Re: FY 2018-2019 Federal Transit Administration Bus and Bus
Facilities Section 5339 Grant Application**

SUBJECT:

Approval of Authorizing Resolution, Grant Application, Use of Toll Revenue Credits, Execution of Follow Up Grant Agreement, Re: FY 2018-2019 Space Coast Area Transit Bus and Bus Facilities Grant from Federal Transit Administration

FISCAL IMPACT:

Fiscal Year 2018-2019, \$496,975 will be budgeted in Fund 4136, Cost Center, TBD, Federal Transit Administration Grant Funds.

DEPT/OFFICE:

Transit Services

REQUESTED ACTION:

It is requested that the Board of County Commissioners approve the following actions for the FY 2018-2019 Section 5339 Bus and Bus Facilities Grant from the Federal Transit Administration (FTA) in the amount of \$496,975:

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

SUMMARY EXPLANATION and BACKGROUND:

Per the authority of the Governor of Florida, Brevard County has been allocated Section 5339 funds for the urbanized areas under 200,000 in population for Federal Fiscal Year 2018. These allocations were developed in consultation with Florida's direct recipients in this category.

As identified with the attached Split Letter, the Florida Department of Transportation

authorizes the assignment/allocation of Section 5339 to Brevard County as listed on the attached table. Brevard County agrees to the Split Letter and to the amount allocated/assigned. Brevard County is responsible for its applications to the Federal Transit Administration to receive Section 5339 funds and assumes the responsibilities associated with any award for these funds. The total FY 2019 grant is to include the following Capital line items:

Bus Shelters \$496,975

Total Application Amount \$496,975

This grant will allow Space Coast Area Transit to continue to improve bus stops throughout the County to meet ADA requirements and to install additional bus benches and shelters.

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 Space Coast Area Transit's FY 2018-2019 capital projects.

The Grant Application will be submitted to the Federal Transit Administration for their review and the Program of Projects and the grant will be added to the Transit Services FY 2018-2019 Budget.

Contact: Scott Nelson, 321-635-7815, Scott.Nelson@brevardfl.gov

ATTACHMENTS:

- | | Description |
|---|---|
| □ | FDOT Split Letter |
| □ | Authorizing Resolution |
| □ | Grant Application |
| □ | Project Justification |
| □ | Grant Budget |
| □ | Designation of Signature Authority |
| □ | Notice of Intent |



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

November 14, 2018

MEMORANDUM

TO: Scott Nelson, Transit Services Director

RE: Item F.14., Approval of FY 2018-2019 Federal Transit Administration Bus and Bus Facilities Section 5339 Grant Application

The Board of County Commissioners, in regular session on November 13, 2018, adopted Resolution No. 18-182; authorized the Chair to execute the Resolution, Grant Application, and designation of Signature authority allowing staff to submit the Grant electronically; authorized the use of Florida Department of Transportation (FDOT) toll revenue credits; authorized the Transit Services Director to execute and submit the grant electronically, contingent upon County Attorney and Risk Management approval; authorized the Transit Services Director to execute any additional follow up documentation/resolutions and amendments necessary to secure the funds; and authorized the County Manager to execute any required budget change requests. Enclosed is a fully-executed Resolution, application, and Designation of Signature Authority.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Rowe

Tammy Rowe, Deputy Clerk

/kp

Encls. (3)

cc: Finance
Budget

RESOLUTION NO. 18- 182

RESOLUTION authorizing the filing of application(s) with the Department of Transportation, United States of America, for grant(s) under the Urban Mass Transportation Act of 1964, as amended.

WHEREAS, the Secretary of Transportation is authorized to make grants for a mass transportation program of projects and budgets; and

WHEREAS, the contract for financial assistance will impose certain obligations upon the applicant, including the provision by it of the local share of the project costs in the program; and

WHEREAS, it is required by the U. S. Department of Transportation in accord with the provisions of Title VI of the Civil Rights Act of 1964, that in connection with the filing of an application for assistance under the Urban Mass Transportation Act of 1964, as amended, the applicant gives an assurance that it will comply with Title VI of the Civil Rights Act of 1964 and the U. S. Department of Transportation requirements thereunder; and

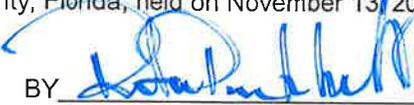
WHEREAS, it is the goal of the applicant that minority business enterprise be utilized to the fullest extent possible in connection with these project(s), and that definite procedures shall be established and administered to ensure that minority business shall have the maximum construction contracts, 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 the Chair, Brevard County Board of County Commissioners, is authorized to execute and file application(s) on behalf of the Board of County Commissioners, Brevard County, Florida, with the U. S. Department of Transportation to aid in the financing of planning, capital and/or operating assistance projects pursuant to Section 9 of the Urban Mass Transportation Act of 1964, as amended.
2. That the Chair, Brevard County Board of County Commissioners, is authorized to execute and file with such applications an assurance or any other document required by the U. S. Department of Transportation effectuating the purposes of Title VI of the Civil Rights Act of 1964.
3. That the Transit Director, Brevard County Space Coast Area Transit is authorized to furnish such additional information as the U. S. Department of Transportation may require in connection with the application for the program of projects.
4. That the Transit Director, Brevard County Board of County Commissioners, is authorized to execute grant agreement on behalf of Brevard County Board of County Commissioners, Brevard County, Florida, with the U. S. Department of Transportation for aid in the financing of the planning, capital, and/or the operating assistance program of projects.

CERTIFICATION

The undersigned duly qualified and acting Chair, 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 November 13, 2018.

BY 

Rita Pritchett, Chair
Brevard County Board of County Commissioners
As approved by the Board on 11/13/2018

(SEAL)


Scott Ellis, Clerk



Florida Department of Transportation

RICK SCOTT
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

MIKE DEW
SECRETARY

September 4, 2018

Dr. Yvette Taylor
Regional Administrator
Federal Transit Administration Region IV
230 Peachtree Street, N.W., Suite 1400
Atlanta, GA 30303

Dear Dr. Taylor:

Per the authority of the Governor of Florida, attached are the allocations of Section 5339 funds for the urbanized areas under 200,000 in population for Federal Fiscal Year 2018. These allocations were developed in consultation with Florida's direct recipients in this category.

As identified in this Split Letter, the Florida Department of Transportation authorizes the assignment/allocation of Section 5339 to the Direct Recipients listed on the attached table. The undersigned agree to the Split Letter and the amounts allocated/assigned to each Direct Recipient. Each Direct Recipient is responsible for its application to the Federal Transit Administration to receive Section 5339 funds and assumes the responsibilities associated with any award for these funds.

If you have any questions regarding this information, please contact Ed Coven, State Transit Manager, at (850) 414-4522.

Respectfully,

Gerard O'Rourke
Administrator
Freight, Logistics, and Passenger Operations

Attachment

CC: Ed Coven, Central Office
Liz Stutts, Central Office

FFY 2018 Florida Governor's Apportionment of Section 5339 Funds

Eligible Section 5307 Urbanized Areas Population 50,000 - 200,000	2018 FTA Apportionment	2017 Allocations Total	
Deltona		see below	Votran
Fort Walton Beach		\$95,405	Okaloosa County
Gainesville		\$364,001	Gainesville RTS
Homosassa Springs-Beverly Hills-Citrus Springs		\$148,845	Citrus County
Lady Lake		in Leesburg total	
Leesburg-Eustis		\$425,770	Lake County
North Port - Punta Gorda		\$216,878	Charlotte County
Ocala		\$0	City of Ocala
Panama City		\$435,608	Bay County
Sebastian-Vero Beach South-Florida Ridge		\$250,570	Indian River Count
Sebring-Avon Park		\$117,449	TBD
Spring Hill		\$264,701	Hernando County
St. Augustine		\$154,176	St. Johns County
Titusville		see below	Space Coast Area
Zephyrhills		see below	PCPT
Subtotal	\$3,459,530	\$2,473,403	
<i>Transfer to Pasco County (Formula allocation for Zephyrhills)</i>		\$133,665	PCPT
<i>Transfer to Daytona (Formula allocation for Deltona)</i>		\$355,487	Votran
<i>Transfer to Melbourne (Formula allocation for Titusville)</i>		\$496,975	Space Coast
Total	\$0	\$3,459,530	\$0

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): _____ * Other (Specify): _____
* 3. Date Received: 09/04/2018	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. Organizational DUNS: 8301721930000	
d. Address:		
* Street1: 401 S. Varr Ave	_____	
Street2:	_____	
* City: Cocoa	_____	
County/Parish:	_____	
* State:	FL: Florida	
Province:	_____	
* Country:	USA: UNITED STATES	
* Zip / Postal Code: 32922-8632	_____	
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: Scott	_____
Middle Name:	_____	
* Last Name: Nelson	_____	
Suffix:	_____	
Title: Transit Services Director		
Organizational Affiliation: _____		
* Telephone Number: 321-635-7815	Fax Number: 321-633-1905	
* Email: scott.nelson@brevardfl.gov		

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="496,975.00"/>
* b. Applicant	<input type="text" value="0.00"/>
* c. State	<input type="text" value="0.00"/>
* d. Local	<input type="text" value="0.00"/>
* e. Other	<input type="text" value="0.00"/>
* f. Program Income	<input type="text" value="0.00"/>
* g. TOTAL	<input type="text" value="496,975.00"/>

*** 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 218, 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.

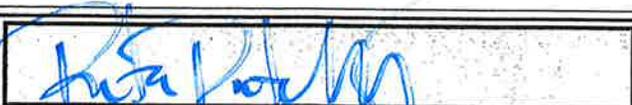
Authorized Representative:

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

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

ATTEST:  SCOTT ELLIS, CLERK

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:

20.526

CFDA Title:

FTA 5339 Bus and Bus Facilities

*** 12. Funding Opportunity Number:**

5339

* Title:

Bus and Bus Facilities

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 and Bus Facilities for Brevard County, Florida

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

PROJECT JUSTIFICATION

SCOPE: TRANSIT ENHANCEMENTS

Bus Shelters – 11.93.02

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

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 Scott J. Nelson, 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 "Rita Pritchett", written over a horizontal line.

Rita Pritchett, Chair
Brevard County Board of County Commissioners
As approved by Board on November 13, 2018

ATTEST:

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

Scott Ellis, Clerk



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 5339 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-2019 Capital Projects:

Bus shelters	\$496,975
TOTAL CAPITAL	\$496,975

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 November 13, 2018 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: Scott Nelson, Director
Space Coast Area Transit
Brevard County Board of County Commissioners