

Meeting Date
05/03/16



AGENDA	
Section	CONSENT
Item No.	II.B.3

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 \$325,066)
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 \$325,066

- 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.

Staff had received contact from two agencies, Aging Matters and Space Coast Center for Independent Living (SCCIL), that needed help with their transportation funding just before this grant opportunity was released. Staff spoke to the agencies and agreed to submit their applications and contract manage any award, if the agencies would complete their grant applications in time for Board Approval. Both agencies will have to sign Coordination Agreements with the County to received funding from the Commission for the Transportation Disadvantaged.

Both agencies operate door to door services that supplement the service that is provided by Space Coast Area Transit. Aging Matters operates a volunteer service for Seniors and SCCIL provides general door to door service and utilizes SCAT vanpools. Aging Matters is requesting \$92,000 and the SCCIL is requesting \$233,066. The agencies are responsible for providing their own matching funds.

If the applications are successful, the grant funds would be passed through the Transit Services Department budget beginning in July 2016 and the funding would be for one year. NOTE: Brevard County will receive approximately \$200,000 additional funding for its Transportation Disadvantaged service starting in FY2017, so there isn't a need for the County to apply for this one time grant funding opportunity.

Fiscal Impact Analysis:	Business Area	Amount	Description
FY2016-17	TBD	\$325,066	Commission for the Transportation Disadvantaged

Clerk to the Board Instructions:

Exhibits Attached: (2) Grant Applications, (2) Authorizing Resolutions, (2) Standard Assurances

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



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 4, 2016

MEMORANDUM

TO: James Liesenfelt, Transit Services Director

RE: Item II.B.3., Authorizing 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 May 3, 2016, adopted Resolution No. 16-063, for Florida Commission for the Transportation Disadvantaged Enhanced Mobility Grant; executed the Grant Application and the Standard Assurances; approved all budgetary documents; executed the Joint Participation Agreement, if the funding is awarded, contingent upon County Attorney and Risk Management approval; authorized the Chairman to sign any funding/coordination agreements, required by the Florida Commission for the Transportation Disadvantaged Enhanced Mobility Grant; and directed you to execute any additional follow-up documentations as necessary to secure these funds. Enclosed are two certified copies of the Resolution, two fully-executed Standard Assurances, and two fully-executed Grant Applications.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK


Tammy Rowe, Deputy Clerk

/af

Encls. (6)

cc: County Attorney
Risk Management
Finance
Budget
Contracts Administration

EXHIBIT A

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

1. DATE SUBMITTED: 5/3/2016
2. LEGAL NAME OF APPLICANT: Brevard County Board of County Commissioners
3. FEDERAL IDENTIFICATION NUMBER: 59-6000523
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: June 1, 2016 ENDING DATE: June 30, 2017
11. ESTIMATED PROJECT FUNDING REQUESTED:

Grant Funds \$	82,800	<u>90%</u>
Local Match \$	9,200	<u>10%</u>
TOTAL \$	92,000	<u>100%</u>

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 5/3/16
DATE

ATTEST



SCOTT ELLIS, CLERK

EXHIBIT B

SCOPE

Project Description:

Aging Matters in Brevard provides critical services to Brevard County's senior population and acts as the lead agency for a variety of programs and services designed to ensure that seniors live independently and safely in their homes. Services and programs include Meals on Wheels, Seniors at Lunch, Home and Community Based Services and the Retired and Senior Volunteer Program. Aging Matters in Brevard also provides two transportation programs - Senior TranServe and Vets Driving Vets. These programs help the elderly to maintain their independence and quality of life by enabling them to get to medical appointments and shop for groceries. Vets Driving Vets is focused on veterans who need transportation to Veteran Administration clinic appointments and procedures. The transportation includes a "through the door experience" where frail seniors receive one on one assistance to and from their destination. Many seniors are too weak to get on the bus, or too frail to get to the curb to catch the van, or unable to go from the vehicle into the destination without someone to help them. Trips are provided by volunteers.

Over the years both these programs have expanded. Currently there is a deficit of trips necessary to meet socialization needs of seniors. U.S. Census Bureau data from 2010 indicates that 28% of the people aged 65 and older live alone. As people age, their likelihood of living alone only increases. Living alone is a predisposing factor to social isolation. Social contacts tend to decrease as we age due to retirement, death of friends and family and lack of mobility. Regardless of the cause, social isolation can increase the risk of mortality, negatively impacts physical/mental health, contributes to cognitive decline, risk of dementia and depression. Caregivers of the elderly are also at risk for social isolation.

Transportation for social purposes that keep people connected to the community often do not get funded. Trip priorities are usually for medical and shopping and trips which help with socialization are a secondary thought. Aging Matters in Brevard in cooperation with Space Coast Area Transportation (SCAT), Brevard County's Community Transportation Coordinator proposes the development of the "Respite Trip" project. Trips will focus on social outings and opportunities for seniors and caregivers to events, educational programs, services which enhance functioning, health promotion classes and any other local or regional venues that promote well-being, healthy living and independence, but most of all connectivity with others.

Funding from the Commission for Transportation Disadvantaged through SCAT will support the lease of a lift-equipped passenger van, fuel, training, program outreach/coordination and drivers. Volunteers will assist with trips, boarding and mobility through venues. This funding will assist in expanding our transportation offering and provide 3200 additional trips.

Project Timeframe:

July 1, 2016 to June 30, 2017 is the established project timeframe. The timeline includes:

- July 8, 2016 - Driving and Outreach/Coordination to be hired.
- July 15, 2016 - Driver safety training and "tie down" practice

- July 22, 2016 – Public promotion of the program would begin
- July 29, 2016 – Trip production begins.
- Monthly trip and event calendars will be provided and promulgated in the community.
- Seniors and caregivers will be surveyed to determine similar origins and destinations for trips.
- Program completion date is June 30, 2017. Development of future sponsors and supporters of this program will be ongoing.

Project Performance Measures:

Performance measurement monitoring will begin day one and continue throughout the program on a monthly basis with progress review reports being generated by November 30, 2016 and March 31, 2017. The following project performance measures are proposed:

Performance Measure	Methodology	Frequency of Reports	Performance Goal
Unduplicated Clients Served	Includes total number of clients served, limited demographics and customer type (caregiver, senior, etc.)	Monthly	190
Number of Trips Provided	Includes total of one-way trips produced for ambulatory and wheel-chair clients.	Monthly	3200 Total Trips
Quality Assurance	Includes survey data from clients served regarding the quality of the trip and the event/activity attended.	Quarterly	75% Satisfactory
Impact on Social Isolation	Includes an assessment of how the program has assisted or reduced feeling of loneliness and social isolation. Periodic assessments – no less than 2.	6 month & 1 year milestones	50% Reduced Isolation

Project Funding:

The following project budget is provided to substantiate request for funding:

Budget Category	Cost
Vehicle Lease	\$8,640
Fuel	\$13,000
Staff (2 Drivers)	\$31,820
Staff (Outreach/Coordination)	\$20,340
Volunteer Recruitment/Recognition	\$4,000
Training	\$2,000
Outreach/Communication/	\$5,000
Supplies/Equipment	\$6,000
Vehicle Cleaning	\$1,200
Budget Total	\$92,000
Grant Funds (90%)	\$82,800
Local Match (10%)	\$9,200

EXHIBIT C

- 16-063

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, reimbursement invoices, warranties, certifications and any other documents which may be required in connection with the application or subsequent agreements.

DULY PASSED AND ADOPTED this 3rd day of May, 2016.

BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA



Jim Barfield, Chairman

As approved by the Board on 5/3/16.

(SEAL)



Scott Ellis, Clerk

EXHIBIT D

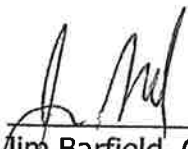
STANDARD ASSURANCES

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 July 1, 2016, 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: _____


Jim Barfield, Chairman
Brevard County Board of County Commissioners

Date: As approved by the Board on 5/3/16

ATTEST: _____


SCOTT ELLIS, CLERK

APPLICATION FORMS

- EXHIBIT A Grant Application (Application Form)
- EXHIBIT B Grant Application (Scope) – S.C.C.I.L.
- EXHIBIT C Grant Application (Sample Authorizing Resolution)
- EXHIBIT D Grant Application (Standard Assurances)

EXHIBIT C

16-063

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DULY PASSED AND ADOPTED this 3rd day of May, 2016.

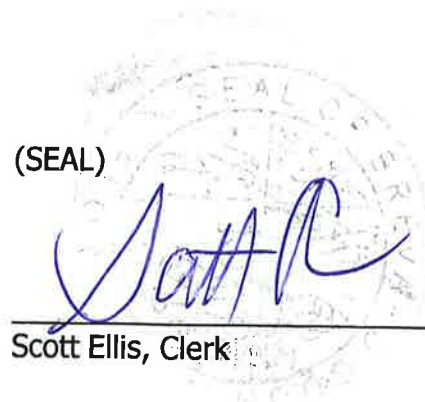

BOARD OF COUNTY COMMISSIONERS
BREVARD COUNTY, FLORIDA



Jim Barfield, Chairman

As approved by the Board on 5/3/16.

(SEAL)

Scott Ellis, Clerk