



Agenda Report

2725 Judge Fran Jamieson
Way
Viera, FL 32940

Consent

F.9.

2/7/2023

Subject:

Approval, Re: Resolutions and Public Transportation Grant Agreements, Florida Department of Transportation Transit Corridor Grants for SR520 and SRA1A Fixed Route Bus Service (District 2)

Fiscal Impact:

\$439,208 - Florida Department of Transportation (4135-303200) SR520 Corridor Grant
\$439,208 - Florida Department of Transportation (4135-303201) SRA1A Corridor Grant

Dept/Office:

Transit Services Department

Requested Action:

It is requested that the Board of County Commissioners approve the following actions for a State FY 2023 Public Transit Block Grant from the Florida Department of Transportation in the amount of \$1,802,371:

- the Chair to sign the Authorizing Resolution,
- the Chair to sign the Follow-Up Grant Agreement, contingent upon County Attorney and Risk Management approval,
- authorize the Transit Director to execute any additional follow-up documentation, resolutions, and amendments necessary to secure funds,
- authorize the County Manager to execute necessary Budget Change Requests.

Summary Explanation and Background:

Space Coast Area Transit provides fixed route bus service in both the SR520 corridor (via Route 4) and SRA1A corridor (via Route 9). Both routes operate seven days a week; Route 4's scheduled service operates Monday through Saturday with a minimum of 30-minute frequency between the hours of 5:50am and 5pm, followed by 60-minute service thru the last departure from the Cocoa Transit Terminal at 9:20pm. Route 9 operates on a 30-minute service frequency between 6:15am and 6:15pm followed by once an hour frequency thru 11pm. Overall, both routes operate Monday through Saturday service from approximately 6:00 AM thru 11:00 PM and with Sunday service from 8:15am thru 5:45pm.

Transit Corridor funding is dedicated to high level, high use transit service. Staff requests that Route 4 and Route 9 continue to be considered for corridor funding. Florida Department of Transportation District 5 staff have agreed to continue to provide funding for these projects for fiscal year 2023. Corridor funding for these routes was first initiated in 2006 and funds for each corridor have been allocated in the Florida Department of Transportation's District 5 State Transportation Improvement Program for the next 4 years including current year range from \$439,208 to \$483,838. This funding does not require a match and the Corridor Grants are included in the Transit Services' Fiscal Year 2022-2023 Budget. Current funding, per grant, totals \$439,208 for state fiscal year 2023 in each of the two corridors.

These grants require performance measures to be met including ridership, on-time performance, service availability, shelters, bus stops, costs and fare recovery on a semi-annual basis.

Once Florida Department of Transportation receives the Resolutions and Exhibits, the Department will prepare and submit the Public Transportation Grant Agreements to be executed by Brevard County.

Clerk to the Board Instructions:

Please have the Chair execute the Board Resolutions; provide Transit Services one certified copy of each Board Resolution and a copy of the Board Memo.



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

Telephone: (321) 637-2001
Fax: (321) 264-6972
Kimberly.Powell@brevardclerk.us

March 3, 2023

MEMORANDUM

TO: Terry Jordan, Transit Services Director

RE: Item F.9., Approval of Resolutions, Public Transportation Grant Agreements, Florida Department of Transportation (FDOT) Transit Corridor Grants for SR 520 and SR A1A Fixed Route Bus Service

This is to correct the memorandum dated February 8, 2023, for a scrivener's error in the Agenda Report. The Board of County Commissioners, in regular session on February 7, 2023, approved the following actions for a State FY 2023 Public Transit **Corridor** Grant from FDOT, **for SR 520 and SRA1A fixed bus service**, in the amount of **\$878,416**:

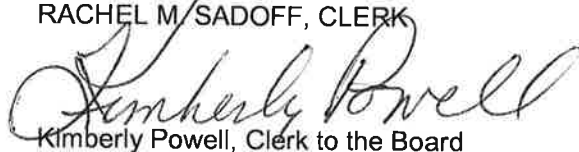
- Adopted and authorized the Chair to sign Resolution No. 23-011, Project Number 4206421 for SR 520;
- Adopted and authorized the Chair to sign Resolution No. 23-012, Project Number 4206431 for SR A1A;
- Authorized the Chair to sign the Follow-Up Grant Agreement, contingent upon County Attorney and Risk Management approval;
- Authorized you to execute any additional follow-up documentation, resolutions, and amendments necessary to secure funds; and
- Authorized the County Manager to execute necessary Budget Change Requests.

Enclosed are two certified copies of each Resolution.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK


Kimberly Powell, Clerk to the Board

/tr

Encls. (2)

cc: County Manager
Finance
Budget



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Telephone: (321) 637-2001
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February 8, 2023

MEMORANDUM

TO: Terry Jordan, Transit Services Director

RE: Item F.9., Approval of Resolutions, Public Transportation Grant Agreements, Florida Department of Transportation (FDOT) Transit Corridor Grants for SR 520 and SR A1A Fixed Route Bus Service

The Board of County Commissioners, in regular session on February 7, 2023, approved the following actions for a State FY 2023 Public Transit Block Grant from FDOT in the amount of \$1,802,371:

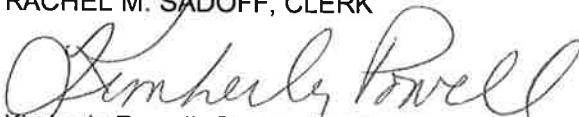
- Adopted and authorized the Chair to sign Resolution No. 23-011, Project Number 4206421 for SR 520;
- Adopted and authorized the Chair to sign Resolution No. 23-012, Project Number 4206431 for SR A1A;
- Authorized the Chair to sign the Follow-Up Grant Agreement, contingent upon County Attorney and Risk Management approval;
- Authorized you to execute any additional follow-up documentation, resolutions, and amendments necessary to secure funds; and
- Authorized the County Manager to execute necessary Budget Change Requests.

Enclosed are two certified copies of each Resolution.

Your continued cooperation is always appreciated.

Sincerely,

BOARD OF COUNTY COMMISSIONERS
RACHEL M. SADOFF, CLERK


Kimberly Powell, Clerk to the Board

/tr

Encls. (2)

cc: County Manager
Finance
Budget

RESOLUTION NO. 23- 011

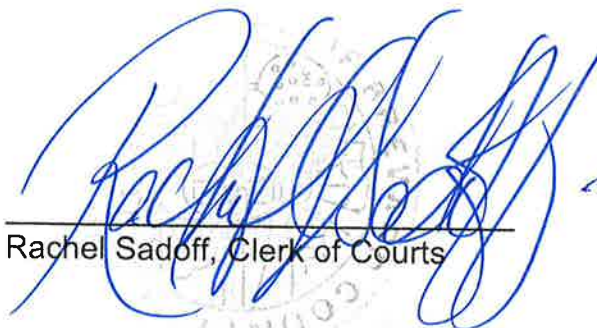
A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, ON BEHALF OF SPACE COAST AREA TRANSIT, AUTHORIZING THE EXECUTION OF THE PUBLIC TRANSPORTATION GRANT AGREEMENT FOR THE TRANSIT CORRIDOR DEVELOPMENT PROGRAM FOR STATE FINANCIAL PROJECT NUMBER 4206421 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, the Board of County Commissioners of Brevard County, Florida, has the authority to enter into a Grant Agreement with the Florida Department of Transportation to undertake a project as authorized by Chapter 341.051(1) of the Florida Statutes.

Now, therefore, be it resolved by the Board of County Commissioners of Brevard County, Florida, that:


1. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Public Transportation Grant Agreement for State Financial Project Number 4206421.
2. The Chairman of the Board of County Commissioners of Brevard County is authorized to execute the Agreements, Addendums, and Amendments with Florida Department of Transportation.
3. That the Transit Services Director of Brevard County, Florida is authorized to execute the Grant Agreement electronically (as approved by the Board), sign any and all assurances, certifications, reimbursement invoices, and other documents, which may be required in connection with the Agreement.
4. This Resolution shall take effect immediately upon its adoption.

Duly passed and adopted this 7th day of February 2023.



Rachel Sadoff, Clerk of Courts

Brevard County Board of County
Commissioners



Rita Pritchett, Chair
As approved by the Board on 2/7/2023.

EXHIBIT A

Project Description and Responsibilities

A. Project Description (description of Agency's project to provide context, description of project components funded via this Agreement (if not the entire project)): This Transit Corridor project award will fund up to 100% of the project's administrative and operating costs for Space Coast Area Transit's fixed route service along SR 520 between Cocoa and Cocoa Beach. The SR 520 project is identified in the Agency's Transit Development Plan.

B. Project Location (limits, city, county, map): Brevard County, Florida

C. Project Scope (allowable costs: describe project components, improvement type/service type, approximate timeline, project schedule, project size): The SR 520 Transit Corridor Project will provide fixed route bus service along Space Coast Area Transit's Route 4 which runs along SR520 between Cocoa and Cocoa Beach with connections to Route 1 (Titusville/ Viera), Route 3 (Merritt Island), Route 6 (Cocoa/Rockledge), Route 8 (West Cocoa) and Route 9 (Cape Canaveral/Cocoa Beach), in accordance with the requirements of the FDOT Transit Corridor Program Procedure, 725-030-003, and the provisions of this agreement. This service will be available Monday through Friday from 5:00 a.m. to 11 :35 p.m. at 20-30-60 minute headways, Saturdays from 5:50 a.m. to 11 :35 p.m. at 30-60 minute headways, and Sundays from 8:00 a.m. to 5:55 p.m. at 60-minute headways. The bus will operate a total of 35.75 hours each weekday, 28.75 hours on Saturday and 8.92 hours on Sunday.

D. Deliverable(s): Space Coast Area Transit will provide fixed route bus service along Route 4 which runs along SR520 from Cocoa to Cocoa Beach. Agency will provide transit trips until all funds have been expended. Space Coast Area Transit will submit Semi-annual Progress Reports based on monthly ridership data. In addition, Space Coast Area Transit will provide an Annual Report including the following information: an evaluation of the attainment of the goals and objectives, the reasons any of the goals were not met, and the benefit accrued by the agency/community.

The project scope identifies the ultimate project deliverables. Deliverables for requisition, payment and invoice purposes will be the incremental progress made toward completion of project scope elements. Supporting documentation will be quantifiable, measurable, and verifiable, to allow for a determination of the amount of incremental progress that has been made, and provide evidence that the payment requested is commensurate with the accomplished incremental progress and costs incurred by the Agency.

E. Unallowable Costs (including but not limited to): Capital expenses, costs not related to operation of the project described under Project Description and Scope, and as mentioned per FDOT Procedure 725-030-003.

F. Transit Operating Grant Requirements (Transit Only):

Transit Operating Grants billed as an operational subsidy will require an expenditure detail report from the Agency that matches the invoice period. The expenditure detail, along with the progress report, will be the required deliverables for Transit Operating Grants. Operating grants may be issued for a term not to exceed three years from execution. The original grant agreement will include funding for year one. Funding for years two and three will be added by amendment as long as the grantee has submitted all invoices on schedule and the project deliverables for the year have been met.

EXHIBIT A

Project Description and Responsibilities

A. Project Description (description of Agency's project to provide context, description of project components funded via this Agreement (if not the entire project)): This Transit Corridor project award will fund up to 100% of the project's administrative and operating costs for Space Coast Area Transit's fixed route service along the A1A corridor from Port Canaveral to 13th Street South in Cocoa Beach. The A1A corridor project is identified in the Agency's Transit Development Plan.

B. Project Location (limits, city, county, map): Brevard County, Florida

C. Project Scope (allowable costs: describe project components, improvement type/service type, approximate timeline, project schedule, project size): The A1A Transit Corridor Project will provide fixed route bus service along Space Coast Area Transit's Route 9 which runs along the A1A corridor from Port Canaveral to 13th Street South in Cocoa Beach. It will make connections to Route 4 SR520 (Cocoa Beach/Cocoa) and Route 26 (South Beach A1A Route), in accordance with the requirements of the FDOT Transit Corridor Program Procedure, 725-030-003, and the provisions of this agreement. This service will be available Monday through Saturday from 6:00 a.m. to 11:13 p.m. at 30/60 minute PM headways and Sundays from 7:45 a.m. to 5:40 p.m. at 60 minute mid-day headways. The bus will operate a total of 29.92 hours each weekday and Saturday and 8.92 hours on Sunday.

D. Deliverable(s): Space Coast Area Transit will provide fixed route bus service along Route 9 on A1A between Port Canaveral and 13th Street South in Cocoa Beach. Agency will provide transit trips until all funds have been expended. Space Coast Area Transit will submit Semi-Annual Progress Reports based on monthly ridership data. In addition, Space Coast Area Transit will provide an Annual Report including the following information: an evaluation of the attainment of the goals and objectives, the reasons any of the goals were not met, and the benefit accrued by the agency/community.

The project scope identifies the ultimate project deliverables. Deliverables for requisition, payment and invoice purposes will be the incremental progress made toward completion of project scope elements. Supporting documentation will be quantifiable, measurable, and verifiable, to allow for a determination of the amount of incremental progress that has been made, and provide evidence that the payment requested is commensurate with the accomplished incremental progress and costs incurred by the Agency.

E. Unallowable Costs (including but not limited to): Capital expenses, costs not related to operation of the project described under Project Description and Scope, and as mentioned per FDOT Procedure 725-030-003.

F. Transit Operating Grant Requirements (Transit Only):

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RESOLUTION NO. 23- 012

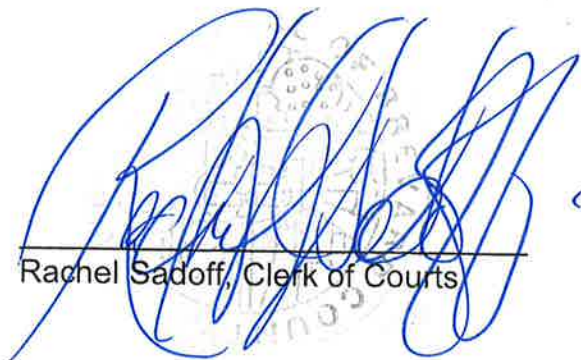
A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF BREVARD COUNTY, FLORIDA, ON BEHALF OF SPACE COAST AREA TRANSIT, AUTHORIZING THE EXECUTION OF THE PUBLIC TRANSPORTATION GRANT AGREEMENT FOR THE TRANSIT CORRIDOR DEVELOPMENT PROGRAM FOR STATE FINANCIAL PROJECT NUMBER 4206431 WITH THE FLORIDA DEPARTMENT OF TRANSPORTATION; AND PROVIDING AN EFFECTIVE DATE.

Whereas, the Board of County Commissioners of Brevard County, Florida, has the authority to enter into a Grant Agreement with the Florida Department of Transportation to undertake a project as authorized by Chapter 341.051(1) of the Florida Statutes.

Now, therefore, be it resolved by the Board of County Commissioners of Brevard County, Florida, that:


1. The Chairman of the Board of County Commissioners of Brevard County, Florida is authorized to execute the Public Transportation Grant Agreement for State Financial Project Number 4206431.
2. The Chairman of the Board of County Commissioners of Brevard County is authorized to execute the Agreements, Addendums, and Amendments with Florida Department of Transportation.
3. That the Transit Services Director of Brevard County, Florida is authorized to execute the Grant Agreement electronically (as approved by the Board), sign any and all assurances, certifications, reimbursement invoices, and other documents, which may be required in connection with the Agreement.
4. This Resolution shall take effect immediately upon its adoption.

Duly passed and adopted this 7th day of February 2023.



Rachel Sadoff, Clerk of Courts

Brevard County Board of County
Commissioners



Rita Pritchett, Chair

As approved by the Board on 2/7/2023.

STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION
**PUBLIC TRANSPORTATION
 GRANT AGREEMENT**

EXHIBIT B

**Schedule of Financial Assistance
 TRANSIT OPERATING ONLY**

Operations Phase - Estimate of Project Costs by Budget Category:

Budget Categories <i>Operations (Transit Only) *</i>	State	Local	Federal	Total
Salaries	\$100,000	\$0	\$0	\$100,000
Fringe Benefits	\$39,208	\$0	\$0	\$39,208
Contractual Services	\$50,000	\$0	\$0	\$50,000
Travel				
Other Direct Costs	\$250,000	\$0	\$0	\$250,000
Indirect Costs				
Totals	\$439,208	\$0	\$0	\$439,208

* Budget category amounts are estimates and can be shifted between items without amendment (because they are all within the Operations Phase).

Cost Reimbursement

The Agency will submit invoices for cost reimbursement on a:

- Monthly
- Quarterly
- Other: _____

basis upon the approval of the deliverables including the expenditure detail provided by the Agency.

Kimberly Powell

From: Balsler, Heather <Heather.Balsler@brevardfl.gov>
Sent: Friday, March 3, 2023 11:16 AM
To: Kimberly Powell
Cc: Richardson, Morris; Jordan, Terry
Subject: Item F.9 2/7/2023

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or on clicking links from unknown senders.

Good Morning Kim,

Thank you for bringing our attention to the scrivener's error in one area of the Agenda Report for item F.9. The correct amount that Transit Services expects to receive for this item is \$439,208 for each corridor grant, for a total of \$878,416.00.

Please let me know if you need anything else.

Thank you,
Heather

Heather A. Balsler
Assistant County Attorney
Brevard County Attorney's Office
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Phone: 321-633-2090
heather.balsler@brevardfl.gov

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