

STAFF REPORT



MEETING DATE:	April 26, 2016
SUBJECT:	Approve Federal Transit Administration Section 5311 Projects for Rural Transit
AGENDA ITEM:	5-8
STAFF CONTACT:	Jennifer Pollom, Senior Transportation Planner

SUMMARY:

The Federal Transit Administration (FTA) Section 5311 program funds public transportation in rural areas. SRTA must select projects and approve funding amounts using the region's apportionment. Staff recommends approving FTA Section 5311 for rural transit operations provided by the Redding Area Bus Authority (RABA) in the county of Shasta.

STAFF RECOMMENDATION:

It is recommended that the board of directors:

1. Approve the FTA Section 5311 program of projects for Federal Fiscal Year 2016 (attached) for rural transit operations provided by RABA; and
2. Authorize the executive director to provide certifications, assurances, and other requested information to Caltrans and FTA.

DISCUSSION

FTA Section 5311 provides reimbursement for public transportation and related uses in rural areas (map attached). The region's apportionment for 2016 is \$317,786. Projects receiving Section 5311 funds must be approved by the SRTA Board of Directors. In February, SRTA solicited proposals from public transit providers in the region. Two proposals were received.

1. Golden Umbrella submitted a proposal for \$104,190 for a one-year project period to reimburse Retired Senior and Volunteer Program (RSVP) volunteers for transportation expenses incurred during their service. The proposed project is ineligible under Section 5311 as it included benefits to urban populations; included expenses associated with providing transportation to Tehama County residents; and no mileage reimbursement expenses were incurred in fiscal year (FY) 2015/16. The project is not recommended for funding.

Staff recommends that Golden Umbrella instead apply for the FTA Section 5310 program, which provides funding for Enhanced Mobility of Seniors and Individuals with Disabilities. Section 5310 specifically calls out volunteer driver programs and mileage reimbursement as eligible activities. Also, Section 5310 is not restricted to rural public transportation.

SRTA anticipates the next Section 5310 call for projects to be in late 2016 and can provide assistance to Golden Umbrella in applying for funding.

2. The county of Shasta submitted a proposal for \$249,872 to reimburse FY 2015/16 expenses for rural transit operations provided by RABA. Last year, the county of Shasta was awarded \$176,850 from the competitive FTA Section 5311(f) program to operate the Burney Express transit service. Combined, the requested 5311 reimbursement and the 5311(f) award will provide full funding for county transit needs for FY 2015/16. Staff recommends funding this proposal.

ALTERNATIVES:

The board of directors may choose not to approve the eligible project submitted for approval. All funds would roll over to next year.

OTHER AGENCY INVOLVEMENT:

Caltrans will administer the funds directly to the county of Shasta and RABA. County of Shasta and RABA staff routinely coordinate with SRTA to identify and fund rural transit needs. The Social Services Transportation Advisory Council (SSTAC) concurs with the staff recommendation. The Technical Advisory Committee (TAC) recommends approval of the staff recommendation.

FINANCING:

The project would not have a direct fiscal impact to SRTA. The proposed action combined with the prior 5311(f) award will provide full funding for county transit needs for FY 2015/16. The remaining Section 5311 regional apportionment of \$67,914 would roll over to next year.



Daniel S. Little, AICP, Executive Director

Attachments: Section 5311 Regional Program of Projects for Federal Fiscal Year 2016
Map: Rural Areas in Shasta County that are Near Cities



**CALIFORNIA DEPARTMENT OF TRANSPORTATION
DIVISION OF RAIL & MASS TRANSPORTATION
Rural Transit and Intercity Bus Branch**

**FEDERAL TRANSIT ADMINISTRATION (FTA)
SECTION 5311 REGIONAL PROGRAM OF PROJECTS (POP)**

FEDERAL FISCAL YEAR 2016



All Section 5311, 5311(f), and Rural CMAQ Transit Applications and POPs are due April 15th, 2016.
However, if there are issues meeting the deadlines, please notify your HQ Liaison as soon as possible.

County/Region: ShastaDistrict: 2Original Submission Date: Draft-4/14/2016

Revision No. _____

Revision Submission Date: _____

FEDERAL FISCAL YEAR 2016
Section 5311 Program of Projects (POP)
☒ Regular 5311 ☐ JARC 5311 ☐ CMAQ

(A) Available Funding:

	Carryover:	(+)	<u>0</u>
<i>Estimated</i>	Apportionment [FFY 2016]:	(+)	<u>317,786</u>
(A) TOTAL FUNDS AVAILABLE:	=		<u>317,786</u>

(B) Programming (POP): Complete Parts I and II

			<i>Federal Share</i>
Part I. Operating Assistance - Total:	(+)	<u>249,872</u>	
Part II. Capital - Total:	(+)	<u>0</u>	
(B) Total [Programmed]:	(=)	<u>249,872</u>	

(C) Balance

			<i>Federal Share</i>
(A) Total Funds Available:	(+)	<u>317,786</u>	
(B) Total [Programmed]:	(-)	<u>249,872</u>	
* Balance:	(=)	<u>67,914</u>	

***BALANCE – Regional Apportionment Funds ONLY:**

- Please Note -
 - funds must be programmed in subsequent year
 - final approval to be determined by the Department
- Request/Letter to carryover funds should include -
 - justification for programming postponement
 - purpose and project plan
 - letter of support from local Transportation Planning Agency

(D) Flexible Funds (CMAQ, STP or Federalized STIP): Complete Part III (For reference only).

Request for transfer will be applied for directly through the District - Local Assistance District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation will receive a conformation once the transfer is completed.

			<i>Federal Share</i>
(D) Part III. Flex Fund - Total:		<u> </u>	

FUNDING SUMMARY

			<i>Federal Share</i>
(B) Regional Apportioned - Total [Programmed]:	(+)	<u>249,872</u>	
(D) Flex Fund - Total:	(+)	<u>0</u>	
GRAND TOTAL [Programmed]:	(=)	<u>249,872</u>	

Contact Person/Title: Jennifer Pollom/Senior Transportation PlannerDate: 04/14/2016Phone Number: 530 262-6195

All federal funds to be used for transit projects must be included in a federally approved STIP. A Transportation Planning Agency (TPA) must ensure that Section 5311 projects are included in the Department of Transportation's (Department) Statewide Transportation Federal Improvement Program (FSTIP), which is jointly approved by the Federal Highway Administration (FHWA) and FTA.

Metropolitan Planning Organizations (MPOs) are responsible for programming projects within their jurisdiction. Upon receiving the POPs from the Districts, Rural Transit & Procurement staff will submit **Non-MPO / Rural Transportation** organizations projects directly to the Department's Division of Transportation Programming for inclusion into the FSTIP.

PART I. Regional Apportionment - Operating Assistance
For all Operating Projects - a complete application MUST be submitted with this POP.

Subrecipient	Project Description	Federal Share (2016 Funds)	Carryover Funds Utilized	Local Share (Excluding Toll Credit)	Toll Credit Amount	Net Project Cost	PROGRAM OF PROJECTS DOC YR	PROGRAMMED DATE OR AMENDMENT #
County of Shasta Department of Public Works								
	Operating Assistance	138,255	0	0	111,617	249,872	2015	12/15/2014
	Operating Assistance Funds Total	138,255	0	0	111,617	249,872		

PART II. Regional Apportionment – Capital
For all Capital Projects - a complete application MUST be submitted with this POP.

Subrecipient	Project Description	Federal Share	Carryover Funds Utilized	Local Share (Excluding Toll Credit)	Toll Credit Amount	Net Project Cost	PROGRAM OF PROJECTS DOC YR	PROGRAMMED DATE OR AMENDMENT #
Capital Total								

PART III. FLEX FUNDS (i.e. CMAQ, STP, or Federalized STIP*) if applicable
For Flex Fund Projects - a complete application MUST be submitted with this POP. *Federalized STIP projects must complete CTC allocation process.

Subrecipient	Project Description	Fund Type	Federal Share	Carryover Funds Utilized	Local Share (Excluding Toll Credit)	Toll Credit Amount	Net Project Cost	PROGRAM OF PROJECTS DOC YR	PROGRAMMED DATE OR AMENDMENT #
Capital Total									

PART IV. Vehicle Replacement Information

☐ State Contract ☐ Local Purchase ☐ Piggyback ☐ Other Explain: _____

Vehicle Description							
Type	Number of Passengers	Fuel Type	Length	VIN. #	In Service Date	Current/End Mileage	Disposition Date

INSTRUCTIONS

PART I – Operating Assistance

- Do not list previously approved projects (i.e. projects listed in a prior grant).
- Funding split: 44.67% Local Share and 55.33% Federal Share.
- Third Party Contract Requirement – all third party contracts must contain federal clauses required under FTA Circular 4220.1E and approved by the State prior to bid release. .
- Net project cost does not include ineligible cost (i.e. farebox, other revenues, etc.).

PART II – Capital (Vehicles, Construction, Preventive Maintenance and Planning)

- All vehicles procured with Section 5311 program funds must be ADA accessible regardless of service type (fixed route or demand-response service).
- Capital projects must contain a full description of project: A PRELIMINARY ENVIRONMENTAL SURVEY (PES) is required for Capital projects other than vehicle procurement.(i.e. facility or shelter - include specifics, planning studies, preventative maintenance). The PES does not

- satisfy the requirements for environmental review and approval. When the agency prepares the documentation for a categorical exclusion, the Environmental Justice Analysis must be included.
- Funding split: 11.47% Local Share and 88.53% Federal Share.
 - Procurement Contract Requirement – all documents used for procuring capital projects must contain federal clauses required under FTA Circular 4220.1E and approved by DRMT prior to bid release.

PART III. Section 5311 FLEXIBLE FUNDS [i.e. CMAQ, STP, or Federalized STIP*] if applicable:

- Request for transfer will be applied for directly through the District - Local Assistance District Engineer, and Headquarters' Division of Local Assistance. Division of Rail & Mass Transportation (DRMT) will receive a confirmation once the transfer is completed.
- Funding split: 11.47% Local Share and 88.53% Federal Share. CMAQ may be funded up to 100% at the discretion of the Regional Planning Agency/MPO.

PART IV. Vehicle Replacement

- For each vehicle identified as replacement and/or expansion of fleet in sections II and/or III the following information is required: type (van, bus, trolley, type 1, 2, 3, 4, etc), vehicle identification number (VIN #), vehicle length (i.e. 35 ft.), passenger capacity, fuel type, in service date, current/end mileage, disposition date, and procurement type (i.e. State contract, local procurement, piggyback, etc).

FEDERAL FISCAL YEAR 2016: All Flexible (CMAQ) CAPITAL funded projects - a complete 5311 application is required at the time a POP is submitted. **POP and application should be submitted by April 15, 2016.** Part II of the application (Regional Certifications and Assurances) must be complete (i.e. signature, specific project programming information).

RURAL AREAS IN SHASTA COUNTY - NEAR CITIES

