



**Resource Management
Agency
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

KUYLER CROCKER
District One
PETE VANDER POEL
District Two
AMY SHUKLIAN
District Three
EDDIE VALERO
District Four
DENNIS TOWNSEND
District Five

AGENDA DATE: November 19, 2019

Public Hearing Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Meet & Confer Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Personnel Resolution attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
CONTACT PERSON: Celeste Perez PHONE: (559) 624-7015		

SUBJECT: Application for Federal Transit Administration (FTA) Section 5339 Grant for Replacement of Transit Bus

REQUEST(S):

That the Board of Supervisors:

1. Authorize the Resource Management Agency Director, or his designee, to file and execute applications on behalf of the County of Tulare with the California Department of Transportation (the "Department") to aid in the financing of capital/operating assistance projects pursuant to Section 5339 of the Federal Transit Act (FTA C 5100.1), as amended; and
2. Authorize the Chairman of the Board or his designee to execute and file all certification of assurances, contracts or agreements or any other document required by the Department; and
3. Authorize the Resource Management Agency Director or his designee to provide additional information as the Department may require in connection with the application for the Section 5339 projects; and
4. Authorize the Resource Management Agency Director or his designee to submit and approve request for reimbursement of funds from the Department for the Section 5339 project(s).

SUMMARY:

The Grants for Buses and Facilities Program (49 U.S.C. Section 5339) provides for federal grants, made through the State, for public transportation projects, such as the replacement or purchase of buses and related equipment. In California, the

SUBJECT: Application for Federal Transit Administration (FTA) Section 5339 Grant for Replacement of Transit Bus

DATE: November 19, 2019

5339 program is administered by Caltrans on behalf of the Federal Transit Administration (FTA).

Staff is proposing that the County submit a grant application in the amount of \$510,000 for Fiscal Year 2019, which, if awarded, would be used for the purchase of one CNG bus to replace one CNG bus that have reached their useful life as part of the transit fleet. This is a competitive grant and the funding agency may decide to award the County one or none of the request.

The bus to be replaced would be replaced with a larger type and capacity 35' Class H bus with the necessary accessories estimated at \$510,000 each. The total for the purchase of the bus is estimated at \$510,000, and the grant would cover 88.53% of this cost. The County would be liable for a local match of 11.47%, or \$58,497, for which the County would use either toll credits if available, Measure R Capital funds, and/or other designated transit funds. Toll credits are federal funds available at the state level to help agencies meet their local match requirements for federal grants.

If awarded, the County would replace TCaT Bus #7116, which was purchased in 2008 with FTA 5311 funds. This vehicle has in excess of 700,000 miles and is 11 years old in excess of useful service life. The referenced bus has a useful service life of 150,000 miles and 5 years. This bus has had various engine and transmission replacements to extend their service lives.

Staff are requesting delegation of authority for the filing and execution of the grant application to the Resource Management Agency Director or his designee to comply with the requirements of submission through the online BlackCat Grants Management System that Caltrans uses. The language used for the requests and resolution match the sample resolution language provided by Caltrans.

The Certification of Assurances required for this grant application is the same as is required for other federal transit assistance programs including the 5311 program by the Federal Transit Administration and was previously executed by the Chair and submitted for 2019 under Resolution 2016-0412. Any new agreements or certifications and assurances required to execute the grant if awarded will be presented to your Board for consideration.

Staff intend to purchase any bus awarded under the 5339 program through the CalACT/MBTA Purchasing Cooperative.

FISCAL IMPACT/FINANCING:

There are no net County costs to the General Fund.

This grant would provide for capital to purchase a bus for approximately \$510,000. This grant would provide 88.53% of the cost to purchase, which is approximately \$451,503, and would require a local match of 11.47%, which is approximately

SUBJECT: Application for Federal Transit Administration (FTA) Section 5339 Grant for Replacement of Transit Bus

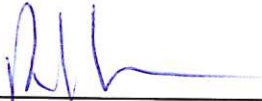
DATE: November 19, 2019

\$58,497. However, a smaller local match could be required from the County if toll credits are available from the state. The County will use Measure R Capital funds for its share of the local match, and staff will present a program supplement to this effect for consideration by your Board upon award of the grant and determination of the availability of toll credits.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

This program links to Strategic Initiative 1: Safety and Security includes the goal of improving and maintaining adequate transportation infrastructure. The proposed action meets this initiative by allowing receipt of federal funds for use in providing public transportation.

ADMINISTRATIVE SIGN-OFF:



Reed Schenke, P.E.
Director

cc: County Administrative Office

Attachment A – Project Description for 5339 Application
Attachment B – DRMT Social Services Coordination Form
Attachment C – Programming Request
Attachment D – Application Certification
Attachment E – DRMT Charter Bus Form
Attachment F – DRMT Civil Rights Form
Attachment G – DRMT DBE Form
Attachment H – 5339 Agency Scorecard
Attachment I – Fleet Status Report

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF APPLICATION FOR)
FEDERAL TRANSIT ADMINISTRATION) Resolution No. _____
(FTA) SECTION 5339 GRANT FOR) Agreement No. _____
REPLACEMENT OF TRANSIT BUS)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____, BY
THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JASON T. BRITT
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

* * * * *

1. Authorized the Resource Management Agency Director, or his designee, to file and execute applications on behalf of the County of Tulare with the California Department of Transportation (the "Department") to aid in the financing of capital/operating assistance projects pursuant to Section 5339 of the Federal Transit Act (FTA C 5100.1), as amended; and
2. Authorized the Chairman of the Board or his designee to execute and file all certification of assurances, contracts or agreements or any other document required by the Department; and
3. Authorized the Resource Management Agency Director or his designee to provide additional information as the Department may require in connection with the application for the Section 5339 projects; and
4. Authorized the Resource Management Agency Director or his designee to submit and approve request for reimbursement of funds from the Department for the Section 5339 project(s).

**ATTACHMENT A –
Project Description
For 5339 Application**



Project Description
State of California FTA Section 5339
2019 Application Capital Vehicle Request

Applicant: Tulare County Area Transit (TCaT)

Please complete the form below:

1. The proposed capital purchase is for:

Vehicle(s)

Identify the procurement contract or method:

State Vehicle Contract (DGS contract 1-15-23-19).

CalACT/MBTA Joint Procurement.

Please note: CalACT requires a vehicle quote and floorplan to approve contract utilization. Do not submit final Purchase Orders to vendors or CalACT prior to **formal** Caltrans procurement authorization.

The information provided below in conjunction with the execution of the Standard Agreement (DOT-213A) is **not** procurement authorization. Vehicle purchases must receive **formal** DRMT procurement authorization.

Pre-award authority is strictly forbidden for rollingstock.

Piggyback—Specify the contract the piggyback assignment will be requested from and the year the contract was awarded: _____. *Piggyback procurement will not be authorized from contracts awarded prior to October 1, 2015.*

Other local procurement, specify: _____

2. Indicate the type of the proposed vehicle purchase:

Vehicle Replacement

Service Expansion

3. What is the need for this vehicle(s)? How did you select the project? How will the surrounding community benefit?

Tulare County Area Transit (TCaT) is a rural transit system providing fixed-route service on four intercity routes and five local circulator routes, as well as Dial-A-Ride demand-response bus services with four distinct service areas serving eighteen unincorporated communities, as well as the City of Lindsay and certain areas and neighborhoods outlying other cities. These services connect rural communities to urbanized areas--the cities of Visalia, Porterville, Tulare, and five smaller cities.

Fixed-route service hours vary according to the route but generally operate from 5:15 a.m. to 8:15 p.m. Dial-A-Ride hours vary by service area but generally operate from 6:30 a.m. to 4:30 p.m.

TCaT covers over 1,100,000 revenue miles a year and served 277,471 riders in FY 2018/19. Tulare County is the second largest agricultural producing area in the United States and is located in California’s San Joaquin Valley basin and is predominately rural in nature with 75.6% of its population located in non-urban areas. The per capita income is \$11,606 for Hispanics who comprise 60.6% of the population in Tulare County which is one of the most impoverished counties in California.

Bus transportation is a key method of transportation services for the transit dependent, low income families and senior citizens. Transportation to medical facilities, social service agencies, employment, and institutions of higher learning are typically only found in the urbanized areas of Porterville, Tulare, and Visalia. TCaT is the primary linkage between the transit dependent rural residents and these services, as well as providing a link between most of the cities within the County and a connection to Delano in Kern County.

TCaT had previously used PTMISEA to purchase buses, but this program is no longer be available; TCaT is now seeking other sources of funding to replace its aging fleet. TCaT currently has 24 active buses in its fleet, with three currently programmed for replacement using FTA Section 5339 2018 funding.

The bus proposed for replacement (#7116) under this FTA Section 5339 2019 application. Bus #7116 has over 700,000 miles per bus and was purchased in 2009, which puts it well beyond its useful life of 150,000 miles and 5 years. Various transmissions and engines replaced in order to keep it on route and maintenance costs are expected to rise.

Beyond those currently slated for replacement, TCaT has eight additional buses which are at or beyond their useful life, both for mileage and for years of service.

TCaT proposes to replace three (1) bus under this application. The bus would be 35' Class H Bus.

4. Do you intend to lease this 5339 funded vehicle(s)?

Yes No

5. List the current vehicle(s) that will be **replaced** (if applicable):

Type (Bus, Van, Trolley, etc.)	Class (Type)	Fuel Type	Length	Passenger Capacity	Full VIN #	Age	Mileage
7116	Chevy AeroElite	CNG	32	30+2	1GBG5V1G38F416064	11	701,560

6. List the **vehicle(s)** your agency proposes to **purchase***:

Please note: The information provided below in conjunction with the execution of the Standard Agreement (DOT-213A) is **not** procurement authorization. Vehicle purchases must receive **formal** DRMT procurement authorization. **Pre-award authority is strictly forbidden for rollingstock.**

Quantity	Type (Bus, Van, Trolley, etc.)	Class (Type)	Fuel Type	Length	Passenger Capacity	Unit Cost	Total Cost
1	Bus	H	CNG	35	30+2	\$510,000	\$510,000

*Manufactured vehicles shall not exceed the Original Equipment Manufacturers Gross Vehicle Weight Rating.

7. How does your agency intend to meet federal **rolling stock (vehicle)** requirements to certify post-delivery compliance for Buy-America, Purchaser's Requirements, and FMVSS:

- Qualified in-house inspector.
 Third-party inspector.
 Other, specify: _____.

8. Complete the proposed procurement schedule:

Procurement Schedule	Date
Project Start Date	1/15/2020
Bid Package to Caltrans	3/31/2020
Award Contract	4/30/2020
Issue Purchase to Vendor	5/31/2020
Delivery/Installation	10/31/2020
Place Into Service	11/20/2020
Project Complete Date	11/30/2020
Last Date to Request Amendment	TBD
Final Invoice Due to State	TBD
Standard Agreement Expires	TBD

**ATTACHMENT B –
DRMT Social Services
Coordination Form**



Description of Efforts to Coordinate Services with Social Service Agencies
State of California
DRMT Federal Programs
Application

Applicant: Tulare County Area Transit (TCaT)

Please answer the following questions regarding the description of efforts to coordinate services with social service agencies:

1. What human service agencies, employment/training programs, or other transportation providers does your agency coordinate with?

Tulare County Health and Human Services HHSA, Community Services Employment & Training (CSET), Tulare County Sheriffs Department TCSO, Tulare County Office of Education (TCOE), Central Valley Regional Center (CVRC), Tulare County Veteran's Office, Crescent Valley Charter School, Kaweah Delta Hospital, Visalia Transit, Tulare Intermodal Express, Delano Transit, Dinuba Area Transit, and Porterville Transit.

2. In your agency's coordination efforts with social service agencies, check all that apply:

	Current Practice	Would Consider
Drivers attend safety/sensitivity training	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Sharing vehicles with other agencies	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Providing information to riders/patrons on other available services	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Working with CTSA or other agencies to coordinate trips	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Utilize pre-paid fare media with other agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coordinate with Medical, CalWorks or Employment Programs	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Other:

3. Describe your agency's role in the human service-public transportation coordination planning efforts?

Tulare County Area Transit (TCaT) also sells tokens and passes to various agencies that subsidize the fares for their clients using TCaT services. Agencies participating in this program include: Tulare County Office of Education, Tulare County Sheriff's Department, Tulare County Probation, Community Services and Employment Training, and various school districts in Tulare County and Tulare County Health and Human Services Agency (HHSA).

4. Will this service funded by FTA funds address gaps and/or barriers identified in the regional public transportation coordination plan or maintain the existing service?

Yes No

5. Has your agency made any efforts to provide information about your agency's service to human service agencies, the Work Force Center, or other activity centers?

Yes No

ATTACHMENT C – Programming Request



**Programming Request
State of California
DRMT Federal Programs
Application**

Applicant: Tulare County Area Transit (TCaT)

FTA 5339 Bus Discretionary Program

Does your Agency have an MPO/RTPA that programs your projects?

YES

NO

If **YES**, sign this form. Upload a copy of the signed form in BlackCat Grants.

If **NO**, sign and upload the signed form. Also complete and upload a **Programming Worksheet**.

*Signature (please sign in **Blue Ink**)*

Kuyler Crocker

Signed by Name (please print)

Chairman of the Board of Supervisors

Title

November 20, 2019

Date Signed

**ATTACHMENT D –
Application Certification**



**Application Certification
State of California
DRMT Federal Programs
Application**

Applicant: Tulare County Area Transit (TCaT)

FTA Program: FTA 5339 Program

Fiscal Year: 2019

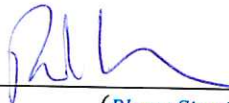
I hereby certify that I am the authorized signee for the above listed applicant. I also hereby certify that I have reviewed the organizational information and application forms submitted in the BlackCat system and all statements, information, and representations made are true and correct to the best of my knowledge. I also hereby certify that adequate local share as described in herein will be available to execute this project(s).

Please Enter Name & Title of Authorized Signee Below:

Name: Reed Schenke

Title: Director, Resource Management Agency

Sign Here: _____


(Please Sign in Blue Ink)

Date: 11/20/2019

**ATTACHMENT E –
DRMT Charter Bus Form**



**Charter Bus
State of California
DRMT Federal Programs
Application**

Applicant: Tulare County Area Transit (TCaT)

1. Does your agency provide charter services? If yes, go to question #2 through #4

Yes No

2. Is charter service using FTA funded or maintained vehicles provided under one of the exceptions? If no, skip this section. If yes, check the exception that best describes the charter service:

- Government officials on official government business
- Qualified Human Service Organization (QHSOs)
- Leasing FTA funded equipment and drivers
- When no registered charter provider responds to notice from an agency
- Agreement with registered Charter providers
- Petitions to the Administrator

3. Did the transit agency provide notice to all registered charter providers prior to providing the requested charter service?

Yes No

4. Was all charter service reporting timely?

Yes No

Reporting schedule is as follows:

<u>Quarter</u>	<u>ReportDeadline</u>
January 1 – March 31	April 30
April 1 – June 30	July 30
July 1 – September 30	October 30
October 1- December 31	January 30

ATTACHMENT F –
DRMT Civil Rights Form



**Civil Rights
State of California
DRMT Federal Programs
Application**

Applicant: Tulare County Area Transit (TCaT)

1. Are or were there any Title VI related lawsuits/complaints filed within the past year? If yes, does the review of lawsuits/complaints denote a pattern of discrimination?

Yes No

Please provide the following information to Caltrans DMT:

- The date the lawsuit/complaint was filed
- The name and address of the complainant
- A summary of the allegation

2. Are complaints documented and listed? Yes No

3. Has a federal (FTA) civil rights compliance review been performed within the past year?

Yes No

If yes, attach PDF copy of the following information:

- The name of the agency or organization conducting the review
- A summary of findings and recommendations
- The status or disposition of the recommendations

****Special requirements for first-time applicants**

If first time applicants have previously received funding from another Federal agency, the applicant must provide information regarding Title VI compliance history. Please provide the following information to Caltrans DMT a summary of compliance review activities conducted in the past three (3) years.

1. The purpose or reason for the review
N/A

2. Name of agency that performed the review
N/A

3. Summary of findings and recommendations of the review

N/A

4. Status and/or disposition of such findings and recommendations.

N/A

5. A brief description of any pending applications for Federal funding

N/A

6. Did any Federal agency find the applicant to be in noncompliance with any civil rights requirement?

Yes

No

ATTACHMENT G –
DRMT DBE Form



**Disadvantage Business Enterprise (DBE)
State of California
DRMT Federal Programs
Application**

Applicant: Tulare County Area Transit (TCaT)

1. What enforcement mechanisms does the subrecipient use for DBE requirements? Please explain.

N/A

2. Does the subrecipient require contractors to obtain approval from its DBE Liaison Officer (DBELO) prior to substituting a DBE firm after contract award?

Yes No N/A

3. Does the subrecipient monitor prime contractors to ensure that DBEs are actually performing applicable work on federally funded projects?

Yes No N/A

4. Did the subrecipient receive any complaints or procurement protests alleging that it did not comply with the DBE regulations for federally funded projects?

Yes (Go to question #6) No

5. What are the subrecipients' processes for handling protests? Please explain.

6. Do the complaints indicate any problems with the DBE program?

Yes No

*The following is a link to FTA's sample DBE program, "Section 26.37 Monitoring and Enforcement Mechanisms" this section gives examples of monitoring and enforcement mechanisms that ensure compliance. http://www.fta.dot.gov/civilrights/dbe/civil_rights_5771.html

ATTACHMENT H –
5339 Agency Scorecard

Section 5339 Application Scorecard

Agency:

Tulare County Area Transit (TCaT)

One Vehicle per tab! Use FTA Useful Life Standards chart to determine which line to use in table below

If you need more than 4 tabs for your application, create additional copies in this workbook

VIN of Vehicle to be Replaced	FTA ALI	Miles	Age
	11.12.01		
	11.12.02		
	11.12.03		
1GBG5V1G38F416064	11.12.04	700,000	11
	11.12.15		

FTA Useful Life Standards	FTA ALI	Mileage	Years
Large Size, Heavy-Duty Transit Buses	11.12.01	500,000	12
Small Size, Heavy-Duty Transit Buses	11.12.02	350,000	10
Medium Size, Medium-Duty Transit Buses	11.12.03	200,000	7
Medium Size, Light-Duty Transit Buses	11.12.04	150,000	5
Other Light-Duty Vehicles (1)	11.12.15	100,000	4

ATTACHMENT I – Fleet Status Report

Fleet Status Report for FTA 5339 Application

Applicant: Tulare County Area Transit (TCaT)

Date: 20-Nov

Active Fleet		Before	After	Change
A	Peak Requirement	13	13	0
B	Spares	8	8	0
A + B	Total	21	21	0
	Spare Ratio	0.615385	0.615385	

Inactive Fleet		Before	After	Change
C	Other	0	0	0
D	Pending Disposal	6	6	0
C + D	Total	6	6	0

A + B + C + D	Grand Total	27	27	0
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