

RESOLUTION 22-\_\_\_\_\_

A RESOLUTION of the Brevard County Board of County Commissioners authorizing the signing and submission of a grant application and supporting documents and assurances to the Florida Department of Transportation, the acceptance of the grant award from the Florida Department of Transportation, and the purchase of vehicles and/or equipment and/or expenditure of grants funds pursuant to a grant award.

WHEREAS, the Brevard County of County Commissioners has the authority to apply for and accept grants and make purchases and/or expend funds pursuant to grant awards made by the Florida Department of Transportation as authorized by Chapter 341, Florida Statutes and/or by the Federal Transit Administration Act of 1964, as amended;

NOW, THEREFORE, BE IT RESOLVED BY THE BREVARD COUNTY BOARD OF COUNTY COMMISSIONERS, FLORIDA:

- This resolution applies to the Federal Program under U.S.C. Section 5310.
- The submission of a grant application(s), supporting documents, and assurances to the Florida Department of Transportation is approved.
- Terry Jordan, Transit Services Director, is authorized to sign the application, accept the grant award, purchase vehicles/equipment and/or expend grant funds pursuant to a grant award, unless specifically rescinded.

DULY PASSED AND ADOPTED THIS 22nd DAY OF MARCH, 2022.

Brevard County Board of County Commissioners

Attest:

\_\_\_\_\_  
Rachel Sadoff, Clerk of Court

\_\_\_\_\_  
Kristine Zonka, Chair

As approved by the Board on March 22, 2022.



### Application for Federal Assistance SF-424

**\* 1. Type of Submission:**

- ☐ Preapplication  
☒ Application  
☐ Changed/Corrected Application

**\* 2. Type of Application:**

- ☒ New  
☐ Continuation  
☐ Revision

**\* If Revision, select appropriate letter(s):**

**\* Other (Specify):**

**\* 3. Date Received:**

01/26/2022

**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. UEI:**

U9WRHX25GD23

**d. Address:**

**\* Street1:** 401 S. Varr Ave

**Street2:**

**\* City:** Cocoa

**County/Parish:** Brevard

**\* State:** FL: Florida

**Province:**

**\* Country:** USA: UNITED STATES

**\* Zip / Postal Code:** 32922-8623

**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:** Terry

**Middle Name:**

**\* Last Name:** Jordan

**Suffix:**

**Title:** Transit Services Director

**Organizational Affiliation:**

**\* Telephone Number:** 321-635-7815

**Fax Number:** 321-633-1905

**\* Email:** Terry.Jordan@brevardfl.gov

## 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:

5310

CFDA Title:

Enhanced Mobility of Seniors and Individuals with Disabilities

### \* 12. Funding Opportunity Number:

5310

\* Title:

Enhanced Mobility of Seniors and Individuals with Disabilities

### 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:

Phase II of Capital Equipment Project to Enhance the Mobility of Seniors and Individuals with Disabilities

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

**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.

Add Attachment

Delete Attachment

View Attachment

**17. Proposed Project:**\* a. Start Date: \* b. End Date: **18. Estimated Funding (\$):**

* a. Federal	<input type="text" value="296,000.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text" value="37,000.00"/>
* d. Local	<input type="text" value="37,000.00"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="370,000.00"/>

**\* 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

Add Attachment

Delete Attachment

View Attachment

**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:

As approved by the Board on 3/22/22

## FDOT Certification and Assurances

*Brevard County Board of County Commissioners* certifies and assures to the Florida Department of Transportation regarding its Application under U.S.C. Section 5310 dated 22<sup>nd</sup> day of March, 2022

- 1 It shall adhere to all Certifications and Assurances made to the federal government in its Application.
- 2 It shall comply with Florida Statutes:
  - Section 341.051–Administration and financing of public transit and intercity bus service programs and projects
  - Section 341.061 (2)–Transit Safety Standards; Inspections and System Safety Reviews
  - Section 252.42 – Government equipment, services and facilities: In the event of any emergency, the division may make available any equipment, services, or facilities owned or organized by the state or its political subdivisions for use in the affected area upon request of the duly constituted authority of the area or upon the request of any recognized and accredited relief agency through such duly constituted authority.
- 3 It shall comply with Florida Administrative Code **(Does not apply to Section 5310 only recipients)**:
  - Rule Chapter 14-73–Public Transportation
  - Rule Chapter 14-90–Equipment and Operational Safety Standards for Bus Transit Systems
  - Rule Chapter 14-90.0041–Medical Examination for Bus System Driver
  - Rule Chapter 41-2–Commission for the Transportation Disadvantaged
- 4 It shall comply with FDOT's:
  - Bus Transit System Safety Program Procedure No. 725-030-009  
**(Does not apply to Section 5310 only recipients)**
  - Transit Vehicle Inventory Management Procedure No. 725-030-025
  - Public Transportation Vehicle Leasing Procedure No. 725-030-001
  - Guidelines for Acquiring Vehicles
  - Procurement Guidance for Transit Agencies Manual
- 5 It has the fiscal and managerial capability and legal authority to file the application. Local matching funds will be available to purchase vehicles/equipment at the time an order is placed.
- 6 It will carry adequate insurance to maintain, repair, or replace project vehicles/equipment in the event of loss or damage due to an accident or casualty.
- 7 It will maintain project vehicles/equipment in good working order for the useful life of

the vehicles/equipment.

- 8 It will return project vehicles/equipment to FDOT if, for any reason, they are no longer needed or used for the purpose intended.
- 9 It recognizes FDOT's authority to remove vehicles/equipment from its premises, at no cost to FDOT, if FDOT determines the vehicles/equipment are not used for the purpose intended, improperly maintained, uninsured, or operated unsafely.
- 10 It will not enter into any lease of project vehicles/equipment or contract for transportation services with any third party without prior approval of FDOT.
- 11 It will notify FDOT within **24 hours** of any accident or casualty involving project vehicles/equipment and submit related reports as required by FDOT.
- 12 It will notify FDOT and request assistance if a vehicle should become unserviceable.
- 13 It will submit an annual financial audit report to FDOT (FDOTSingleAudit@dot.state.fl.us), if required.
- 14 It will undergo a triennial review and inspection by FDOT to determine compliance with the baseline requirements. If found not in compliance, it must send a progress report to the local FDOT District office on a quarterly basis outlining the agency's progress towards compliance.
- 15 Executive Order 20-44: If agency is required by the Internal Revenue Code to file IRS Form 990 and is named in statute. Agencies (sub-recipients) shall submit an Annual Report to the Department, including the most recent IRS Form 990, detailing the total compensation for each member of the agency's executive leadership team. Total compensation shall include salary, bonuses, cashed-in leave, cash equivalents, severance pay, retirement benefits, deferred compensation, real-property gifts, and any other payout. Agency shall inform the Department of any changes in total executive compensation during the period between the filing of Annual Reports within 60 days of any change taking effect. Annual Reports shall be in the form approved by the Department and shall be submitted to the Department at fdotsingleaudit@dot.state.fl.us within 180 days following the end of each tax year of the agency receiving Department funding.

\_\_\_\_\_ **Date**

\_\_\_\_\_ **Signature of Authorized Representative**

Kristine Zonka, Chair \_\_\_\_\_ **Typed Name and Title of Authorized Representative**

As approved by the Board on 3/22/22

ATTEST:

\_\_\_\_\_  
Rachel Sadoff, Clerk of Courts

**Florida Department of Transportation**  
**Capital & Operating Assistance Application**  
Federal Fiscal Year 2022 / State Fiscal Year 2023



**49 U.S.C. Section 5310, CFDA 20.513**  
**Formula Grants for the Enhanced Mobility of**  
**Seniors and Individuals with Disabilities**

<b>Agency Name:</b>	Brevard County Board of County Commissioners d/b/a Space Coast Area Transit
<b>Project Type(s):</b>	Capital
<b>FDOT District:</b>	Five
<b>Operating Project Area(s):</b>	N/A
<b>Capital Project Area:</b>	Large Urban - Palm Bay-Melbourne

## Applicant Information

Instructions: Please fill out each section appropriately.		
Item	Instructions	Agency Response
Agency (Applicant) Legal Name:		Brevard County Board of County Commissioners d/b/a Space Coast Area Transit
Applicant Status: <i>A first-time applicant has not received any funding for the past two grant cycles</i>	Use drop-down to select	Returning applicant
Is the applicant a Community Transportation Coordinator (CTC)? <i>If yes, please attach Transportation Disadvantaged Service Plan (TDSP), CTC Certification, and Annual Operating Report (AOR) where indicated in TransCIP.</i>	Use drop-down to select	Yes
Applicant's County (If Applicant has offices in more than one county, list county where main office is located):		Brevard County
Physical Address (No P.O. Box):		401 S. Varr Ave
City:		Cocoa
State:		FL
Zip + 4 Code:		
<a href="#">Congressional District:</a>	Use link in Cell A12 to access information. Identify district(s) affected by the proposed project(s).	8
Federal Taxpayer ID Number:		59-6000523
<a href="#">Applicant's DUNS Number: Unique 9-Digit number issued by Dun &amp; Bradstreet. May be obtained free of charge at:  http://fedgov.dnb.com/webform</a>	Use link in Cell A14 to access information	830172193
<a href="#">My Florida Marketplace Vendor Number</a>	Use link in Cell A15 to access information	F59600005230221
Applicant Fiscal period start and end dates: <i>State Fiscal period from: July 1, 2022 to June 30, 2023</i>		October 1, 2022 to September 30, 2023
Executive Director:		Terry Jordan
Telephone:		321-635-7815 ext. 52960
Fax:		321-633-1905
Grant Contact Person (if different than Executive Director):		Karen Petters
Telephone:		321-635-7815 x52933
Fax:		321-633-1905
Email Address:		Karen.Petters@brevardfl.gov

## Eligibility Questionnaire

<b>Instructions:</b>		The eligibility questionnaire investigates whether current grant sub recipients are compliant with all FDOT and FTA Section 5310 requirements. If a current grant sub-recipient is noncompliant, the sub-recipient will not be eligible to receive grant funds until compliance has been determined. This questionnaire does not apply to new sub-recipients and sub-recipients that have not yet been required by their respective FDOT District Office to complete a triennial review. For more information see FDOT's Triennial Review Process as part of the State Management Plan, to view the plan visit <a href="https://www.fdot.gov/transit/currentpages/navigation/grantsadministration.shtm">https://www.fdot.gov/transit/currentpages/navigation/grantsadministration.shtm</a> .	
		<b>Yes / No</b>	<b>Additional Information</b>
Are you a returning applicant? <i>*If yes, please answer all questions. If no, disregard remaining questions in this questionnaire.</i>	Pre-populates from Applicant Status	Yes	
Has your agency completed a Triennial Oversight Review?	Use drop-down to select	Yes	
What date(s) did the review occur?		August 18-20, 2020	
If yes, is your agency currently in compliance?	Use drop-down to select	Yes	
If your agency is not in compliance, do you have a corrective action plan to come into compliance?	Use drop-down to select	N/A	
If yes, what is the date of anticipated date of corrective action closeout?		N/A	
Is your agency registered on SAM.gov? Note: Agency must register each year/application cycle.	Use drop-down to select	Yes	
SAM Unique Entity Identifier	12-character alphanumeric value	U9WRHZX25GD23	
SAM Registration Expiration Date		12/22/2022	

Revenue Vehicle Inventory																	
Instructions: Include all revenue vehicles (both FDOT and non-FDOT). If additional space is needed, add more rows to the table.																	
Inventory Date:		+ Enable adding rows - Disable adding rows															
Total Fleet Vehicles:		75															
VIN	Model Year	Make	Type <small>Use dropdown to select</small>	Length (feet)	FDOT Control #	Ramp or Lift <small>Use dropdown to select</small>	Passenger Seats	Wheelchair Positions	Current Mileage	Mileage 1 Year Ago	Mileage from the past year	Status <small>Use dropdown to select status (Active/Spare/Other)</small>	Expected Retirement Date	Donated? <small>Use dropdown to select (Yes/No)</small>	Year Donated	Mileage when Donated	Funding Source
1GB9G5AL4A1181855	2011	Glaval Titan II	Cutaway Bus	23'		Lift	14	6	233,895	211,606	22,289	Active	2020	No	N/A	N/A	FTA
1GB9G5AL8A1183687	2011	Glaval Titan II	Cutaway Bus	23'		Lift	14	6	258,786	226,979	31,807	Active	2023	No	N/A	N/A	FTA
1GB9G5AL7A1183860	2011	Glaval Titan II	Cutaway Bus	23'		Lift	14	6	275,955	247,848	28,107	Active	2020	No	N/A	N/A	FTA
1GB9G5AL5A1184151	2011	Glaval Titan II	Cutaway Bus	23'		Lift	14	6	286,820	261,762	25,058	Active	2020	No	N/A	N/A	FTA
1GB9G5ALXA1184241	2011	Glaval Titan II	Cutaway Bus	23'		Lift	14	6	221,277	194,159	27,118	Active	2021	No	N/A	N/A	FTA
1GB6G5BL2C1161026	2012	Glaval Titan II	Cutaway Bus	23'		Lift	15	4	284,684	246,676	38,008	Active	2021	No	N/A	N/A	FTA
1GB6G5BL2C1180658	2012	Glaval Titan II	Cutaway Bus	23'		Lift	15	4	271,897	239,072	32,825	Active	2022	No	N/A	N/A	FTA
1GB6G5BL2C1181051	2012	Glaval Titan II	Cutaway Bus	23'		Lift	15	4	284,380	254,387	29,993	Active	2020	No	N/A	N/A	FTA
1GB6G5BLXC1181542	2012	Glaval Titan II	Cutaway Bus	23'		Lift	15	4	265,663	232,628	33,035	Active	2022	No	N/A	N/A	FTA
1FDES6PG3LKA85488	2020	Collins	Cutaway Bus	23'		Lift	11	2	35,787	-	35,787	Active		No	N/A	N/A	5310
1FDES6PG1LKA85490	2020	Collins	Cutaway Bus	23'		Lift	11	2	7,720	-	7,720	Active		No	N/A	N/A	5310
1FDES6PG3LKA85491	2020	Collins	Cutaway Bus	23'		Lift	11	2	5,763	-	5,763	Active		No	N/A	N/A	5310
1FDES6PG5LKA85492	2020	Collins	Cutaway Bus	23'		Lift	11	2	8,292	-	8,292	Active		No	N/A	N/A	5310
1FDES6PG9LKA85494	2020	Collins	Cutaway Bus	23'		Lift	11	2	4,379	-	4,379	Active		No	N/A	N/A	5310
1FDES6PG2LKA85496	2020	Collins	Cutaway Bus	23'		Lift	11	2	3,169	-	3,169	Active		No	N/A	N/A	5310
1FDFE4FS3KDC43868	2019	Ford E450 Turtle Top	Cutaway Bus	24'		Lift	14	4	60,505	12,482	48,023	Active	2026	No	N/A	N/A	5310
1FDFE4FS5KDC43869	2019	Ford E450 Turtle Top	Cutaway Bus	24'		Lift	14	4	56,708	11,425	45,283	Active	2026	No	N/A	N/A	5310
1FDFE4FS1KDC43870	2019	Ford E450 Turtle Top	Cutaway Bus	24'		Lift	14	4	46,710	9,747	36,963	Active	2026	No	N/A	N/A	5310
5WEXWSKK2DH418829	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	209,762	190,180	19,582	Active	2023	No	N/A	N/A	FTA
5WEXWSKK6DH418834	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	213,626	189,510	24,116	Active	2021	No	N/A	N/A	FTA
5WEXWSKK8DH418835	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	210,796	187,484	23,312	Active	2022	No	N/A	N/A	FTA
5WEXWSKK2DH418832	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	206,242	191,933	14,309	Active	2022	No	N/A	N/A	FTA
5WEXWSKK0DH418828	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	213,789	186,751	27,038	Active	2023	No	N/A	N/A	FTA
5WEXWSKK0DH418831	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	238,331	217,876	20,455	Active	2021	No	N/A	N/A	FTA
5WEXWSKKXDH418836	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	207,607	201,181	6,426	Active	2020	No	N/A	N/A	FTA
5WEXWSKK9DH418830	2013	Champion Int'l -Def	Medium-Duty Bus (25-35')	28'		Lift	20	6	223,806	194,148	29,658	Active	2021	No	N/A	N/A	FTA
15GGE2718J3093398	2018	Gillig LF	Small Heavy-Duty Bus (30')	30'		Lift	27	3	216,376	137,764	78,612	Active	2032	No	N/A	N/A	FTA
15GGE271XJ3093399	2018	Gillig LF	Small Heavy-Duty Bus (30')	30'		Lift	27	3	155,061	79,033	76,028	Active	2032	No	N/A	N/A	FTA
15GGE2712J3093400	2018	Gillig LF	Small Heavy-Duty Bus (30')	30'		Lift	27	3	147,801	97,766	50,035	Active	2032	No	N/A	N/A	FTA
15GGE2714J3093401	2018	Gillig LF	Small Heavy-Duty Bus (30')	30'		Lift	27	3	137,652	83,384	54,268	Active	2032	No	N/A	N/A	FTA
4UZADPFD3LCLY5757	2019	Freightliner Turtle Top	Small Heavy-Duty Bus (30')	30'		Lift	20	4	48,172	19,046	29,126	Active	2027	No	N/A	N/A	FTA
4UZADPFD1LCLY5756	2019	Freightliner Turtle Top	Small Heavy-Duty Bus (30')	30'		Lift	20	4	49,933	13,655	36,278	Active	2027	No	N/A	N/A	FTA
4UZADPFD7LCLY5759	2019	Freightliner Turtle Top	Small Heavy-Duty Bus (30')	30'		Lift	20	4	42,236	1,654	40,582	Active	2027	No	N/A	N/A	5310
4UZADPFD5LCLY5758	2019	Freightliner Turtle Top	small Heavy-Duty Bus (30')	30'		Lift	20	4	32,877	1,414	31,463	Active	2027	No	N/A	N/A	5310
15GGB2717L3194010	2020	Gillig LF Trolley	Large Heavy-Duty Bus (35-40')	35'		Lift	28	3	98,504	3,534	94,970	Active	2034	No	N/A	N/A	FTA
15GGB2719L3194011	2020	Gillig LF Trolley	Large Heavy-Duty Bus (35-40')	35'		Lift	28	3	98,995	4,303	94,692	Active	2034	No	N/A	N/A	FTA
15GGB271M3195970	2021	Gillig LF HDEV	Large Heavy-Duty Bus (35-40')	35'		Lift	28	3	18,173	-	18,173	Active		No	N/A	N/A	5307
15GGB3010M3195971	2021	Gillig LF HDEV	Large Heavy-Duty Bus (35-40')	35'		Lift	30	4	17,089	-	17,089	Active		No	N/A	N/A	5307
15GGB3012M3195972	2021	Gillig LF HDEV	Large Heavy-Duty Bus (35-40')	35'		Lift	30	4	13,411	-	13,411	Active		No	N/A	N/A	5307
15GGB271471078460	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	632,456	589,661	42,795	Active	2022	No	N/A	N/A	FTA
15GGB271671078461	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	825,250	769,635	55,615	Active	2021	No	N/A	N/A	FTA
15GGB271871078462	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	699,372	654,751	44,621	Active	2022	No	N/A	N/A	FTA
15GGB271X71078463	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	453,665	413,076	40,589	Active	2021	No	N/A	N/A	FTA
15GGB271171078464	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	33	4	654,824	614,262	40,562	Active	2022	No	N/A	N/A	FTA

15GGB271371078465	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	33	4	653,963	617,692	36,271	Active	2022	No	N/A	N/A	FTA
15GGB2711B1179917	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	701,597	613,683	87,914	Active	2022	No	N/A	N/A	FTA
15GGB2713B1179918	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	483,963	447,509	36,454	Active	2024	No	N/A	N/A	FTA
15GGB2715B1179919	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	490,068	442,354	47,714	Active	2025	No	N/A	N/A	FTA
15GGB2713B1179921	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	645,314	576,211	69,103	Active	2022	No	N/A	N/A	FTA
15GGB2715B1179922	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	522,936	458,875	64,061	Active	2024	No	N/A	N/A	FTA
15GGB2717B1179923	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	4	507,118	474,882	32,236	Active	2023	No	N/A	N/A	FTA
15GGB2719B1179924	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	4	517,811	479,262	38,549	Active	2023	No	N/A	N/A	FTA
15GGB2719B1180118	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	517,687	466,013	51,674	Active	2024	No	N/A	N/A	FTA
15GGB2710B1180119	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	562,691	500,146	62,545	Active	2023	No	N/A	N/A	FTA
15GGB2717B1180120	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	606,129	532,432	73,697	Active	2023	No	N/A	N/A	FTA
15GGB2719B1180121	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	653,490	563,497	89,993	Active	2023	No	N/A	N/A	FTA
15GGB2710B1180122	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	531,066	459,902	71,164	Active	2025	No	N/A	N/A	FTA
15GGB2712B1180123	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	30	2	617,715	525,973	91,742	Active	2023	No	N/A	N/A	FTA
15GGB2715D1182774	2013	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	31	2	474,989	423,649	51,340	Active	2026	No	N/A	N/A	FTA
15GGB2717D1182775	2013	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	31	2	507,563	452,094	55,469	Active	2026	No	N/A	N/A	FTA
15GGB2718F1185350	2015	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	282,555	235,150	47,405	Active	2027	No	N/A	N/A	FTA
15GGB2718G1189187	2016	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	354,670	268,809	85,861	Active	2028	No	N/A	N/A	FTA
15GGB271XG1189188	2016	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	290,166	220,739	69,427	Active	2028	No	N/A	N/A	FTA
15GGB2711G1189189	2016	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	399,364	301,867	97,497	Active	2028	No	N/A	N/A	FTA
15GGB2718G1189190	2016	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	338,981	262,466	76,515	Active	2028	No	N/A	N/A	FTA
15GGB271XG1189191	2016	Gillig LF	Large Heavy-Duty Bus (35-40')	35'		Lift	29	3	372,417	277,332	95,085	Active	2028	No	N/A	N/A	FTA
15GGD271271078466	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	34	2	682,116	660,488	21,628	Active	2021	No	N/A	N/A	FTA
15GGD271471078467	2007	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	34	2	814,714	765,922	48,792	Active	2021	No	N/A	N/A	FTA
15GGD2711B1180124	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	37	2	566,815	506,310	60,505	Active	2023	No	N/A	N/A	FTA
15GGD2713B1180125	2011	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	37	2	626,074	546,217	79,857	Active	2023	No	N/A	N/A	FTA
15GGD2719D1182772	2013	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	38	2	666,291	554,443	111,848	Active	2025	No	N/A	N/A	FTA
15GGD2710D1182773	2013	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	38	2	486,042	411,332	74,710	Active	2026	No	N/A	N/A	FTA
15GGD2715F1185347	2015	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	35	3	541,616	434,098	107,518	Active	2027	No	N/A	N/A	FTA
15GGD2717F1185348	2015	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	35	4	429,249	360,394	68,855	Active	2027	No	N/A	N/A	FTA
15GGD2719F1185349	2015	Gillig LF	Large Heavy-Duty Bus (35-40')	40'		Lift	35	3	372,749	296,058	76,691	Active	2027	No	N/A	N/A	FTA
Total/Average	-	-	-	-	-	-	1865	253	331,948	284,354	47,594	-	-	-	-	-	-

## Proposed Budget for Transportation Program

### Statement of Need

Please provide a narrative interpretation of how the above budget reflects your agency's need. Explain the purpose of the grant request in terms of the need for funding availability (as opposed to project merits, which must be described in the Proposed Project Description)


Currently we have two 1,000 gallon gasoline tanks, one at each terminal. With our current system we can only support 10 gasoline powered buses. Which would mean that we have to increase our fuels delivery and reduce our service during emergency declarations or situations. With this grant we would replace our existing tanks with 5,000 gallon tanks and replace existing damaged concrete at the Cocoa terminal. This will not only allow us to meet the fuel consumption of our existing gas powered buses, but will allow more growth as we move more of our paratransit fleet from diesel powered vehicles to gasoline. The larger tanks will also be advantageous during declared emergencies when fuel deliveries can not be made. Space Coast Area Transit currently does not have the available funding to replace these tanks without the assistance from the Section 5310 SFY 23 grant.


### Budget for Year of Anticipated Award

All applicants for all request types must complete this budget form. For each component, amounts reported should be based on projected values for the year of anticipated award for the current grant application, omitting any Section 5310 operating revenue expected to result from the current application, if awarded, and associated local match. This year's grant cycle is for award during Federal Fiscal Year (FFY) 2022, which corresponds to State Fiscal Year (SFY) 2023. SFY 2023 starts July 1, 2022 and ends June 30, 2023. The applicant may use its own fiscal year definition when it differs from the state fiscal year (e.g., October 1, 2022 to September 30, 2023).

#### Instructions:

Amounts reflected in the Program Budget must be limited to those operating and administrative expenses/revenues supporting the applicant's transportation program. For agencies whose primary purpose is not transportation, the transportation program budget must be separated out from general administration and other agency functions. Shared costs such as facility rental and utilities must be allocated to the transportation program on a reasonable and specified basis.

Enable adding rows: 

Disable adding rows: 

Operating & Administrative Expenses			
Instructions	Object Class	Code	Amount
Use drop-down to select	Operators' Salaries and Wages	5011	\$4,340,477
Use drop-down to select	Other Salaries and Wages	5013	\$1,052,226
Use drop-down to select	Fringe Benefits	5015	\$2,739,533
Use drop-down to select	Services	5020	\$13,866,019
Use drop-down to select	Materials and Supplies	5030	\$2,991,713
Use drop-down to select	Fuel and Lubricants	5031	\$3,130,654
Use drop-down to select	Utilities	5040	\$80,000
Use drop-down to select	Casualty and Liability Costs	5050	\$248,707
Use drop-down to select	Operating Lease Expenses	5220	\$34,133
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
			\$28,483,462

Operating & Administrative Revenues			
Instructions	Object Class	Code	Amount
Use drop-down to select	Passenger-Paid Fares	4111	\$970,000
Use drop-down to select	Advertising Revenues	4141	\$250,000
Use drop-down to select	Organization-Paid Fares	4112	\$457,000
Use drop-down to select	Local Government Funds	4300	\$2,021,871
Use drop-down to select	Directly Generated Funds	4100	\$376,088
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
Use drop-down to select		-	\$0
			\$4,074,959

Current System Description			
<p>Current System Description Tab provides space for a short description of who the applicant is and what services they provide. The form is in a question and answer format with designated text boxes (the applicant's response to the question must not exceed the space provided or word counts where indicated). If the applicant is a CTC, relevant pages of a Transportation Disadvantaged Service Plan (TDSP) and Annual Operating Report (AOR) containing the above information may be provided within TransCIP.</p>			
Questions:	Response	Maximum Word Count	Word Count
Please provide a brief general overview of the organization type (i.e., government authority, private non-profit, etc.) including:	Brevard County Board of County Commissioners (B/C) Space Coast Area Transit, provides transportation services for its 600,000 area residents plus visitors. Our system currently operates 23 fixed routes with 32 buses Mon-Fri, 22 fixed routes with 27 buses on Sat, and 4 fixed routes on Sun. 34 demand response routes Mon-Fri, eight on Sat, and 3 on Sun. Demand-response includes traditional paratransit, 18 contract routes to adult day training programs and seniors at lunch. Demand response service is provided in house, and the drivers and buses are used in both demand-response and fixed route modes. Services are provided in the small and non-urbanized area as well as the large urbanized area of Brevard County.	100	113
Program mission	Space Coast Area Transit's mission is "To provide quality transportation services that meet the needs of the public and enhances the quality of life of the community." Our program goals are safe driving, passenger safety, excellent customer service, and on time performance.	100	42
Program goals		100	0
Program objectives		100	0
Service, route, and trip types provided	Our system currently operates 23 fixed routes with 32 buses Monday-Friday, 22 fixed routes with 27 buses on Saturday, and 4 fixed routes on Sunday. 34 demand response routes Monday-Friday, eight on Saturday, and three on Sunday. Demand-response includes traditional paratransit, 18 contract routes to adult day training programs and seniors at lunch. Demand response service is provided in-house; the drivers and buses are used in both demand-response and fixed route modes. Our VIM program has 8 vehicles in which volunteer drivers provide demand-response trips. We contract our vanpool program with 71 vans leased to commuters and social service agencies.	100	100
Total number of employees in organization	152	-	-
Total number of operators (including volunteer drivers)	125	-	-
Total number of transportation-related employees in the organization	128	-	-

Identify the personnel responsible for the following transportation program functions (Name, Title, Email, Phone):		-	-
Insurance	Karen Petters, Finance Officer, Karen.Petters@brevardfl.gov, (321) 635-7815	-	-
Training (e.g., wheelchair lift operation and passenger assistance)	Joe Chagnon, Safety & Training Coordinator, Joe.Chagnon@brevardfl.gov, (321) 635-7815	-	-
Management	Terry Jordan, Transit Services Director, Terry.Jordan@brevardfl.gov, (321) 635-7815	-	-
Administration (e.g., records maintenance)	Lance Parker, Manager of Operations and Maintenance, Lance.Parker@brevardfl.gov, (321) 635-7815	-	-
What are the sources of the transportation program's funding for operations (e.g., state, local, federal, private foundations, fares, other program fees)?	Space Coast Area Transit operations are funded through many transportation programs along with local funding, fares and advertising revenue. We utilize local funding as match to obtain the maximum funding from our grants. We receive grants from the Federal Transit Administration for both Palm Bay/Melbourne large urbanized area and Titusville small urbanized area (Section 5307, 5339 and 5310), the Florida Department of Transportation (Block, Corridor, and Service Development Grants), and the Florida Commission for the Transportation Disadvantaged (Trip and Equipment and Planning Grants). Space Coast Area Transit also has contracts with AHCA for Florida Med-Waiver Transportation, Aging Matters in Brevard, the City of Melbourne and Eastern Florida State College.	200	108

How does your agency ensure that passengers are eligible recipients of 5310-funded transportation service?	<p>Space Coast Area Transit ensures eligibility of demand-response passengers by first conducting a telephone interview with potential riders followed by them receiving and submitting a formal application for documentation and verification. This process in compliance with the approval of the Florida Commission for the Transportation Disadvantaged and Florida Department of Transportation.</p> <p>Space Coast Area Transit also has an ADA Paratransit Application process that has been approved by the Federal Transit Administration. Fixed Route Service provides reduced fares to seniors 60+, disabled, veterans, and students. Medicare cards are accepted as proof for reduced fare. A Space Coast Area Transit Reduced Fare ID is issued upon production of the required documentation.</p>	200	108
To what extent does your agency serve minority populations?	<p>Space Coast Transit is a local government agency that provides a fair and equitable service to all residents and visitors to Brevard County. Passengers are required to submit applications for demand response service which are determined if eligible in accordance with the requirements and guidelines of the specific funding programs. Fixed route service is open and available to any individual to access the system on our local scheduled bus routes. Space Coast Area Transit has an approved Title VI Program Plan that is located on our website and posted in the lobbies of both Terminals.</p>	100	94
Is your agency minority-owned?	No	50	1
Briefly describe your agency's vehicle maintenance program. Which services are outsourced (e.g., oil changes)? Explain how vehicles are maintained without interruptions in service.	<p>Vehicle maintenance is done by our Maintenance Contractor, First Vehicle Services. They have well trained techs and support staff. They adhere to the maintenance plan in our contract, with all scheduled maintenance and inspections in our Cocoa and Melbourne shops. (We have done major shop renovations at both of our bases in the past few years, including new bus lifts).</p> <p>We outsource major engine, transmission, warranty repairs, and unusual diagnostic repairs to dealerships. We have the fully allowed ratio of spare buses to maintain service.</p>	100	85

Service Characteristics			
Instructions:		The service characteristics sheet is used to determine and report the anticipated quantitative impacts of the proposed project on your agency's transportation program. A calculation column has been provided to calculate the necessary data for both the current transportation program and if awarded. Please include the source of the data, e.g., Trapeze, direct observation, driver logs, maintenance records, etc.	
Service Characteristic	Value	Data Collection/ Calculation Method	Completion Check
<u>Unlinked Passenger Trips (UPT)</u> The number of boardings on public transportation vehicles during the fiscal year. Transit agencies must count passengers each time they board vehicles, no matter how many vehicles they use to travel from their origin to their destination. If a transit vehicle changes routes while passengers are onboard (interlining), transit agencies should not recount the passengers. Employees or contractors on transit agency business are not passengers. For demand response (DR) modes, transit agencies must include personal care attendants and companions in UPT counts as long as they are not employees of the transit agency. This includes attendants and companions that ride fare free.	1,606,222	Trapeze, Genfare	
<u>Unduplicated Passengers per Year</u> Unique (non-repeat) passengers served within the reporting year	9,752	AOR	
<u>Vehicles Operated in Annual Maximum Service (VOMS)</u> Vehicles Operated in Annual Maximum Service (VOMS) is the number of revenue vehicles an agency operates to meet the annual maximum service requirement. Agencies count their annual VOMS during the peak season of the year on the busiest day that they provide service. In most cases, this is the number of scheduled vehicles because most transit agencies have enough vehicles to operate the scheduled service. VOMS excludes atypical days or one-time special events for non-demand response modes. Agencies should not report VOMS as the number of vehicles available to provide service or the total number of vehicles in the agency's inventory, unless the agency utilizes all of these vehicles simultaneously and does not retain spares during peak service.	84	NTD	
<u>Vehicle Revenue Miles (VRM)</u> Vehicle Revenue Miles (VRM) are figures that take into account the miles vehicles travel while in revenue service. Revenue miles include the distances traveled during running time and layover/recovery time.	2,841,031	Driver Logs	
<u>Daily Service Span (number of hours)</u> Total hours of operation per day. For example, if your transportation program provides continuous service from 7am to 10pm daily, enter "15".	17	Existing hours of services	
<u>Annual Days of Service</u> Number of days per year on which service is operated, excluding emergency service cancellations.	361	Existing days of service	
Calculated Values			
Service Characteristic	Result		
<u>Ambulatory seats per vehicle</u> Asset Inventory > (Total Ambulatory Seats / Vehicle Count)	25		
<u>Wheelchair positions per vehicle</u> Asset Inventory > (Total Wheelchair Positions / Vehicle Count)	3.37333333		
<u>Average vehicle miles PER DAY</u> VRM / Annual Days of Service	7,870		
<u>Annual Hours of Service</u> Daily Service Span * Annual Days of Service	6,137		
<u>Unduplicated Passengers per Vehicle</u> Unduplicated Passengers / (Asset Inventory > Vehicle Count)	130		
<u>Cost per Trip</u> (Program Budget > Total Operating Expenses) / UPT	\$ 17.73		
<u>Cost per Mile</u> (Program Budget > Total Operating Expenses) / VRM	\$ 10.03		
<u>Average Trip Length (Miles)</u> Vehicle Revenue Miles / Unlinked Passenger Trips	1.77		

Service Characteristics				
Service Characteristic	Before Project	If the grant is awarded	Data Collection/Calculation Method	Completion Check
<u>Unlinked Passenger Trips (UPT)</u>	1,606,222			INCOMPLETE
<u>Unduplicated Passengers per Year</u>	9,752			INCOMPLETE
<u>Vehicles Operated in Annual Maximum Service (VOMS)</u>	84			INCOMPLETE
<u>Vehicle Revenue Miles</u>	2,841,031			INCOMPLETE
<u>Daily Service Span (hours)</u>	17			INCOMPLETE
<u>Annual Days of Service</u>	361			INCOMPLETE
Calculated Values				
<u>Average vehicle miles PER DAY</u>	7870			
<u>Annual Hours of Service</u>	6,137	-		
<u>Unduplicated Passengers per Vehicle</u>	130	-		
<u>Cost per Trip</u>	\$ 17.73			
<u>Cost per Mile</u>	\$ 10.03			
<u>Average Trip Length (Miles)</u>	1.8			

Proposed Project Description: Capital		
<div>Instructions:</div> <p>Applicants must submit a Proposed Project Description as part of their application. It is required that all applicants provide the Project Description in a question/answer format. Where a field or word count is included, the length of the applicant’s response to the question must not exceed the space or word count provided. The project description should not repeat the current system description shown in the Current System Description.</p>		
Project Type	Examples	Selection
Facilities	—Passenger Amenity Projects —Transit Centers —Transit Fueling and Electric Charging Stations	<input checked="" type="checkbox"/>
Expansion Vehicles	—Large heavy- duty transit buses 35’-40’ —Small heavy-duty transit buses 30’	<input type="checkbox"/>
Replacement Vehicles	—Minibus —Standard Cutaway —Minivan	<input type="checkbox"/>
Equipment	—Fare boxes —Communications equipment —Security/surveillance equipment for vehicles and/or buildings —Shop equipment (alignment machines, bus washing machines, tire changers, etc.) —Bus shelters —Bus stop signage —Wheelchair lifts —Other miscellaneous equipment	<input type="checkbox"/>
Mobility Management	— Operating transportation brokerages to coordinate service providers, funding resources, and customer needs; — Coordinating transportation services for older adults, individuals with disabilities, and individuals with low incomes; —Supporting local partnerships that coordinate transportation services; —Staffing for the development and implementation of coordination plans; —Providing travel training and trip planning activities for customers; —Developing and operating traveler call centers to coordinate travel information, manage eligibility requirements, and arrange customer travel; and —Planning and implementing the acquisition and purchase of intelligent transportation technologies to operate a coordinated system.	<input type="checkbox"/>
Capitalized Preventative Maintenance	Maintenance costs related to vehicles, specifically, it is defined as all the activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the asset in a cost effective manner, up to and including the current state of the art for maintaining such an asset.	<input type="checkbox"/>

Area:	Large Urban - Palm Bay-Melbourne	Use drop-down to select service area
-------	----------------------------------	--------------------------------------

Project-Related Improvements		
Instructions:	Describe how the grant funding will improve your agency's transportation service. Applicants may also consider conducting scenario planning, cost-benefit analysis, and/or fiscal impact analysis to illustrate how transportation service will be enhanced.	
Provide more hours of service and/or more trips?	Not applicable	
Expand service to a larger geographic area?	Not applicable	
Reduce headways/increase frequency?	Not applicable	

Support a capital investment strategy in alignment with a Strategic Plan, Capital Improvement Plan, or Transit Asset Management Plan?	We currently have two 1,000 gallon gasoline tanks, one at each terminal. We estimate these tanks can support 5 gasoline powered cutaway buses at each terminal. We currently have 3 existing vehicles in our inventory and are expecting an additional 12 vehicles within this current and next state fiscal year. Our current 1,000 gallon gasoline tanks, are scheduled to be replaced in Fiscal Year 2022 as outlined in our Transit Asset Management Plan. We would like to replace our existing gasoline tanks with larger capacity tanks accommodating 5,000 gallons. This would not only allow us to stay within compliance of our TAM Plan but meet the needs of our expanding gasoline powered fleet. While addressing the need for larger gasoline tanks, at the Cocoa Terminal, an evaluation of the soil conditions to determine the necessary fill material and compaction requirements to replace existing damaged concrete which covers the existing fuel island and is adjacent to the fuel tanks. The work should be done in conjunction with replacement of the existing fuel tanks which shall be replaced in compliance with Florida Building Code and the Florida Department of Environmental Protection. This project would be
Address projected vulnerabilities?	Our current 1,000 gallon gasoline tanks, are scheduled to be replaced in Fiscal Year 2022 as outlined in our Transit Asset Management Plan. We would like to replace our existing gasoline tanks with larger capacity tanks accommodating 5,000 gallons. This would not only allow us to stay within compliance of our TAM Plan but meet the needs of our expanding gasoline powered fleet.
Expand access to essential services?	Not applicable
Enhance passenger experience (e.g., added amenities)?	The purpose of the new larger fuel tanks will allow us to accommodate the new gasoline powered cutaway buses, which will replace vehicles within our fleet that have meet their useful life.

Decreases transportation costs, improve access to mobility options, and spur economic activity in underserved/disadvantaged communities?	Not applicable
Overcome any challenges or difficulties your agency is experiencing?	Our current 1,000 gallon gasoline tanks, are scheduled to be replaced in Fiscal Year 2022 as outlined in our Transit Asset Management Plan. We would like to replace our existing gasoline tanks with larger capacity tanks accommodating 5,000 gallons. This would not only allow us to stay within compliance of our TAM Plan but meet the needs of our expanding gasoline powered fleet.
If a grant award will be used to maintain services, specifically explain how it will be used in the context of total service. Make sure to include information on how the agency will maintain adequate financial, maintenance, and operating records and comply with FTA reporting requirements including information for the Annual Program of Projects Status Reports, Milestone Activity Reports, NTD reporting, DBE reports etc.?	Not applicable
If this grant is not fully funded, can you still proceed with your transportation program? If applicable, consider providing an explanation of the scalability of the project?	This is Phase II of the project and is not scableable at this point.

Please provide a description of local support and coordination for the project. This can be exemplified by explaining the integration of the proposed project within a Transit Development Plan (TDP), Transportation Disadvantaged Service Plan (TDSP), a Comprehensive Plan, a Congestion Management Plan, Strategic Plan, Capital Improvement Plan, and/or other Transit Supportive Plans. Applicants should also include a list of all project parties involved in delivering the project and describe details on efforts to collaborate among stakeholders.	
--	--

Project Readiness	
Instructions:	If the proposed project is for vehicles, equipment, or other capital items, please provide a detailed description of project activities:
If applicable, please provide any pertinent information used to make a determination on the reasonableness of cost, i.e., independent cost estimates, quotes, etc.	Quotation Estimates for the fuel tanks have been attached to this application.
Please provide a full, detailed timeline of the project. The schedule should contain sufficient detail that identifies all steps or phases needed to implement the work proposed, and whether the proposed timeline is achievable. Moreover, the project schedule should identify all major project milestones. Examples of such milestones include approval of purchase orders, specifications, and estimates; procurement goals; delivery; installation; and invoicing FDOT for reimbursement.	
If you are requesting a vehicle that requires a driver with a CDL, how will you ensure that your driver(s) maintain CDL certification	Not Applicable

If the requested vehicles or equipment will be used by a lessee or private operator under contract to the applicant agency, how will oversight be undertaken of the proposed lessee/operator? Has an equitable plan for distribution of vehicles/equipment to lessees and/or private operators been completed?	Not Applicable
Describe any local support and coordination or public outreach that has already occurred. Applicants should consider including a lists of all project parties involved in delivering the project and describe details on efforts to collaborate among stakeholders. In addition, applicants can elaborate on the transit supportive plan that cites the proposed project. For example, is the project referenced in a Transit Development Plan (TDP), Transportation Disadvantaged Service Plan (TDSP), a Comprehensive Plan, or a Congestion Management Plan.	

### Proof of Local Match – Capital Projects

Local match amounts and sources must be clearly identified below. Reviewers will use the information provided here to determine whether proposed sources of local match are eligible and sufficient to support the requested award.

The Section 5310 federal share of eligible capital expenses may not exceed 80%, and the Section 5310 federal share of eligible operating expenses may not exceed 50%. Some combination of state, local, or private funding sources must be identified and committed to provide the required non-Federal share. The non-Federal share may be cash, or in kind. Funds may be local, private, state, or (up to one half) unrestricted Federal funds. Funds may not include any borrowed against the value of capital equipment funded in whole or in part by State and/or Federal sources.

The Section 5310 Program permits up to one half the required match to be derived from other unrestricted Federal funds. Federal funds are unrestricted when a Federal agency permits its funds to match Section 5310. Essentially, all Federal Social Service Programs using transit services are unrestricted, such as Medicaid, employment training, vocational rehabilitation services and Temporary Assistance for Needy Families; other U.S. DOT Programs are not considered unrestricted Federal funds.

**Instructions:**

Contract revenue from the provision of transportation services to social service agencies may also be used as local match. The costs associated with providing the contract revenue service must be included in the project budget if using contract revenue as match. Non-cash, in-kind contributions such as donations of goods or services and volunteered services are eligible to be counted towards the local match only if the value of such is formally documented, supported and pre-approved by the District Office. Any funds committed as match to another Federal program may not be used to match Section 5310 funds. Local match may be derived from any non-U.S. Department of Transportation (USDOT) Federal Program, State Programs, Local Contributions or Grants.

Applicants may not borrow funds to use as match nor may they place liens on Section 5310-funded vehicles or equipment. The breakdown of funding for the Section 5310 grant program is 80% Federal, 10% State, 10% Local for capital projects, meaning the Federal share of eligible capital costs may not exceed 80% of the total award. State funds may support up to 10% of eligible capital costs with the remaining 10% being supported by a local match. At the time an order is placed for vehicles/equipment, the applicant is required to provide a purchase order for its 10% local match to be paid to the vendor. The required 10% local match must be paid at the time of delivery.

Supporting documentation must be uploaded into TransCIP.

[illegible]

Vehicle and Equipment Request

Instructions:

All vehicle requests must be supported with a completed sample order form in order to generate a more accurate estimation of the vehicle cost. If using the TRIPS Contract, the order form can be obtained from <http://www.tripsflorida.org/contracts.html>:

- 1.Select Desired Vehicle (Cutaway, Minibus etc.)
- 2.Choose Vendor (use drop down arrow next to vendor name to see information)
- 3.Select Order Packet
- 4.Complete Order Form

If not using the TRIPS, a quote should be uploaded from the desired vendor. This supporting documentation should be uploaded in TransCIP. Once uploaded in TransCIP, applicants should check the box to indicate the forms have been uploaded.

+

Enable adding rows

-

Disable adding rows

Vehicle Request													
Instructions:	Under Description/Vehicle Type, include the length and type vehicle, lift or ramp, number of seats and wheelchair positions. For example, 22’ gasoline bus with lift, twelve (12) ambulatory seats, and two (2) wheelchair positions. Please note, in this example, if both wheelchair positions are occupied the ambulatory seats will be reduced to eight (8). Any bus options that are part of purchasing the bus itself should be part of the vehicle request and NOT separated out under equipment. For Useful Life information, see reference table in Resources tab. Cost estimates should be supported by order forms or quotes.												
	Requests should be listed in order of priority. If more space is needed to accommodate your request, add more rows to the table by first clicking "Enable adding rows" above.												
Instructions	Description	ALI	Fuel Type	Useful Life (Years)	Passenger Seats	Wheelchair Positions	Quantity	Unit Cost	Total Cost	Federal Share	State Share	Local Share	Order Form Completed
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Use drop-down to select request description									\$0	\$0	\$0	\$0	<input type="checkbox"/>
Total		-	-	-	0	0	0	-	\$0	\$0	\$0	\$0	-

Facility Request										
Instructions	Description	ALI	Detail	Useful Life (Years)	Quantity	Unit Cost	Total Cost	Federal Share	State Share	Local Share
Use drop-down to select request description	Maintenance Facility Rehab/Renovation	11.44.02			1		\$0	\$0	\$0	\$0
Use drop-down to select request description	Maintenance Facility Rehab/Renovation	11.44.02			1		\$0	\$0	\$0	\$0
Use drop-down to select request description							\$0	\$0	\$0	\$0
Use drop-down to select request description							\$0	\$0	\$0	\$0
	Total	-	-	-	-	-	\$0	\$0	\$0	\$0

Preventative Maintenance Request						
Instructions:	Capitalized maintenance activities must be associated with a vehicle purchased utilizing Section 5310 FTA funding. Please identify the vehicle utilizing the FDOT Control Number, the types of maintenance activities that will take place and the budgeted cost. If the vehicle has not yet been assigned an FDOT Control Number, indicate this in the Preventative Maintenance Activity field.					
Instructions	FDOT Control #	Preventative Maintenance Activity	Total Cost	Federal Share	State Share	Local Share
Use drop-down to select FDOT Control #				\$0	\$0	\$0
Use drop-down to select FDOT Control #				\$0	\$0	\$0
Use drop-down to select FDOT Control #				\$0	\$0	\$0
	Total		\$0	\$0	\$0	\$0

Mobility Management Request					
Instructions:	Provide a description of the type of activities that will take place utilizing the Mobility Management Grant.				
Project Title	Project Description	Total Cost	Federal Share	State Share	Local Share
			\$0	\$0	\$0
			\$0	\$0	\$0
			\$0	\$0	\$0
Total		\$0	\$0	\$0	\$0

Service Characteristics				
Service Characteristic	Before Project	If the grant is awarded	Data Collection/Calculation Method	Completion Check
<u>Unlinked Passenger Trips (UPT)</u>	1,606,222			INCOMPLETE
<u>Unduplicated Passengers per Year</u>	9,752			INCOMPLETE
<u>Vehicles Operated in Annual Maximum Service (VOMS)</u>	84			INCOMPLETE
<u>Vehicle Revenue Miles</u>	2,841,031			INCOMPLETE
<u>Daily Service Span (hours)</u>	17			INCOMPLETE
<u>Annual Days of Service</u>	361			INCOMPLETE
Calculated Values				
<u>Ambulatory seats per vehicle</u>	25	25		
<u>Wheelchair positions per vehicle</u>	3	3		
<u>Average vehicle miles PER DAY</u>	7870			
<u>Annual Hours of Service</u>	6,137	-		
<u>Unduplicated Passengers per Vehicle</u>	130	0		
<u>Cost per Trip</u>	\$ 17.73			
<u>Cost per Mile</u>	\$ 10.03			
<u>Average Trip Length (Miles)</u>	1.77			