

SBCAG STAFF REPORT

SUBJECT: FTA Section 5311 Program of Projects

MEETING DATE: July 19, 2018 **AGENDA ITEM:** 4H

STAFF CONTACT: Sarkes Khachek

RECOMMENDATION:

1. Adopt Resolution 18-20 (Attachment B) approving the Program of Projects for Federal Transit Administration Section 5311 non-urbanized area transit funds in Santa Barbara County for Federal Fiscal Year 2018/19.
2. Authorize the Executive Director, or designee, to submit and sign and additional documents such as certificates and assurances to accept Section 5311 fund allocations.

DISCUSSION:

Under Section 5311 of the Federal Transit Act (FTA), funds are made available annually for transit projects in non-urbanized areas. In California, the Section 5311 program is administered by Caltrans Division of Mass Transit with funds apportioned to each region on the basis of non-urbanized area population. (49 USC 5311(c)(3).) Each year SBCAG is required to adopt a Program of Projects that includes all transit capital and operating projects proposed for Section 5311 funding.

SBCAG has received the FTA 5311 apportionment figure for Federal Fiscal Year (FFY) 2018/19 and has prepared the attached Program of Projects. The estimated apportionment for FFY 2018/19 is \$264,996 and is divided between the City of Guadalupe and the City of Solvang based on the population served by the transit systems. The population figures used to determine funding amounts are taken from the California Department of Finance.

The Guadalupe Flyer and Santa Ynez Valley Transit are the only operators that applied to receive FTA 5311 funds in Santa Barbara County. The operators have requested that all of the 5311 funds be programmed for operating assistance. A summary of the proposed distribution is listed below.

Recipient	Project	FTA 5311 Funds to be programmed
Guadalupe	FY 18/19 Operations	\$62,756
Solvang	FY 18/19 Operations	\$202,240
	Total:	\$264,996

SBCAG staff recommends that the SBCAG Board adopt the attached Program of Projects and Resolution for submittal to Caltrans. The 5311 funding must be amended into the Federal Transportation Improvement Program (FTIP) in order for the agencies to receive the funds for

their transit operations. SBCAG will program these new FTA 5311 funds into the 2017 FTIP through Formal Amendment No. 15 (Board Item 4I) on the July 19, 2018 Board Agenda.

The recommended actions do not constitute a "Project" within the meaning of California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(4) of the CEQA Guidelines, because they consist of the creation of government funding mechanisms or other government fiscal activities, which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

COMMITTEE REVIEW:

The item will be presented to the JTAC as part of the FTIP amendment on July 12, 2018.

ATTACHMENTS:

Attachment A – FTA Section 5311 Program of Projects – Federal Fiscal Year 2018/19

Attachment B – SBCAG Resolution 18-20



**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 2018 - 2019



**All Section 5311(f), and Rural CMAQ Transit Applications and POPs are due June 8, 2018.
All Section 5311 and POPs are due July 31, 2018.**

However, if there are issues meeting the deadlines, please notify your HQ Liaison as soon as possible.

FEDERAL FISCAL YEAR 2019
Section 5311 Program of Projects (POP)

Regular 5311 JARC 5311 CMAQ

(A) Available Funding:

Carryover (Must specify FFY):	(+)	<u>0</u>
<i>Estimated</i> Apportionment [FFY 2019]:	(+)	<u>264,996</u>
(A) TOTAL FUNDS AVAILABLE:	=	<u>264,996</u>

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

		<i>Federal Share</i>
Part I. Operating Assistance - Total:	(+)	<u>264,996</u>
Part II. Capital - Total:	(+)	<u>0</u>
(B) Total [Programmed]:	(=)	<u>264,996</u>

(C) Balance

		<i>Federal Share</i>
(A) Total Funds Available:	(+)	<u>264,996</u>
(B) Total [Programmed]:	(-)	<u>264,996</u>
* Balance:	(=)	<u>0</u>

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

- o Please Note -
 - funds must be programmed in subsequent year
 - final approval to be determined by the Department
- o 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>0</u>

FUNDING SUMMARY

		<i>Federal Share</i>
(B) Regional Apportioned - Total [Programmed]:	(+)	<u>264,996</u>
(D) Flex Fund - Total:	(+)	<u>0</u>
GRAND TOTAL [Programmed]:	(=)	<u>264,996</u>

Contact Person/Title: Sarkes Khachek Date: 7/19/2018
 Phone Number: 805.961.8913

Statewide Transportation Improvement Program (STIP) –

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.

A copy of the federally approved STIP Page must be attached for all projects to be programmed through the Section 5311 program. The project description and associated dollar amounts must be consistent with the federally approved STIP information.

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.

For further guidance see the Department’s Division of Transportation Programming website:

<http://www.dot.ca.gov/hq/transprog/fedpgm.htm>

PART I. Regional Apportionment - Operating Assistance

For all Operating Projects - a complete application MUST be submitted with this POP.

Subrecipient	Project Description	Federal Share (2019 Funds)	Carryover Funds Utilized (Must specify FFY)	Local Share (Excluding Toll Credit)	Toll Credit Amount	Net Project Cost	PROGRAM OF PROJECTS DOC YR	PROGRAMMED DATE OR AMENDMENT #
City of Guadalupe	Transit Operating	62,756	0	50,665	0	113,421	2019	15
City of Solvang	Transit Operating	202,240	0	600,181	0	802,421	2019	15
	Operating Assistance Funds Total	264,996	0	213,941	0	915,842		

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 2019: 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 June 8, 2018.** Part II of the application (Regional Certifications and Assurances) must be complete (i.e. signature, specific project programming information).

ATTACHMENT B

A RESOLUTION OF THE SANTA BARBARA COUNTY ASSOCIATION OF GOVERNMENTS

APPROVAL OF PROJECTS SUBMITTED FOR)
SECTION 5311 FOR FEDERAL FISCAL YEAR)
2019 AND AUTHORIZATION FOR THE)
EXECUTION OF THE CERTIFICATIONS AND)
ASSURANCES)

RESOLUTION NO. 18-20

WHEREAS, the U.S. Department of Transportation is authorized to make grants to states through the Federal Transit Administration to support capital/operating assistance projects for non-urbanized public transportation systems under Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1); and

WHEREAS, the California Department of Transportation (Caltrans) has been designated by the Governor of the State of California to administer Section 5311 grants for transportation projects for the general public for the rural transit and intercity bus system; and

WHEREAS, the Santa Barbara County Association of Governments (SBCAG) has been designated as the Regional Transportation Planning Agency and Metropolitan Planning Organization; and

WHEREAS, SBCAG has received FTA 5311 applications for funding available for Federal Fiscal Year 2018/19 from the City of Guadalupe and the City of Solvang; and

WHEREAS, the allocation request is consistent with the FTA 5311 Program; and

WHEREAS, SBCAG has, to the maximum extent feasible, coordinated with other transportation providers and users in the region (including social service agencies).

NOW, THEREFORE, BE IT RESOLVED that the Santa Barbara County Association of Governments does hereby authorize the City of Guadalupe and the City of Solvang to file and execute an application to Caltrans to aid in the financing of operating assistance projects pursuant to Section 5311 of the Federal Transit Act (FTA C 9040.1F and FTA C 9050.1), as amended.

IT IS FURTHER RESOLVED that the designated contacts in the application for the City of Guadalupe, the City of Solvang, and SBCAG are authorized to execute and file all certifications of assurances, contracts or agreements or any other document required by the Department.

IT IS FURTHER RESOLVED that the designated in the application for the City of Guadalupe, the City of Solvang, and SBCAG contacts are authorized to provide additional information as the Department may require in connection with the application for the Section 5311 projects.

IT IS FURTHER RESOLVED that the SBCAG Executive Director is authorized to submit and approve request for reimbursement of funds from the Department for the Section 5311 project(s).

IT IS FURTHER RESOLVED by SBCAG that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all FTA funded transit projects.

IT IS FURTHER RESOLVED that SBCAG approves the Program of Projects described in and attached to the staff report of July 2018 for submittal to California Department of Transportation, Division of Mass Transportation.

PASSED AND ADOPTED this 19th day of July 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Marjie Kirn
Executive Director

Joan Hartmann, Chair
Santa Barbara County
Association of Governments

APPROVED AS TO FORM:



Rachel Van Mullem
Chief Assistant County Counsel