



Transit Coordinating Committee

October 17, 2018 – TCC 9:00 a.m. to 11:00 a.m.

SACOG Rivers Rooms
1415 L Street, Suite 300
Sacramento, CA

Members of the public wishing to address the committee on any item not on the agenda may do so at the beginning of the meeting. We ask that members of the public request to speak and keep their remarks brief. Testimony will be limited to a total of ten (10) minutes.

Conference Call Option – Call in number: 1 (888) 585-9008 and Conference Room Number/Access code: 904767451. **Please do not put your phone on hold during the conference call; instead please hang up and call back when you're free.**

- 1) TCC Coordination** (Garner/All, 20 minutes)
 - a. Public Comment on non-agenda topics
 - b. Brief introductions and sharing of significant news about transit systems
 - c. Joint Transit Operator Project or Training Opportunities
 - Scheduling Software Recommendations Needed – ACC Rides (Virginia Wieneke, Program Mgr. vwieneke@accsv.org)
 - d. General TCC Information
 - SACOG's new Senior Transportation Analyst – Mike Rosson starts October 29th
 - MTP/SCS Update Outreach Results Available – www.SACOG.org/2020MTPSCS
 - Upcoming Unmet Transit Needs hearings – www.sacog.org/unmet
 - Save the Date – At the November 7th RPP meeting draft funding recommendations for the Regional Program, Community Design, and Green Region will be discussed.
 - Other
- 2) Review and Approve August 15, 2018 TCC Minutes** (All, 5 minutes) – see attachment
- 3) Next Generation Transit** (Carpenter/All, 15 minutes)
- 4) Microtransit Update** (Lonergan, RT/All, 15 minutes)
 - Sacramento RT SmarT Ride Service
- 5) Zero Emission Bus Discussion** (All, 15 minutes) - www.arb.ca.gov/regact/2018/ict2018/ict2018.htm
- 6) FTA 5307/5339 Discretionary Funding Scoring Criteria Discussion** (Barbara VaughanBechtold/All, 15 minutes) – see attachments
- 7) Follow-up on TAM Plans** (Sprowls/All, 5 minutes)
- 8) TDA Triennial Performance Audit Discussion** (Derek Wong, Michael Baker/All, 20 minutes) – see attachments
 - Methodology
 - Data request
- 9) Meetings/Events/Updates** (All, 5 minutes)
 - a. Meetings or Events
 - b. Updates on Other Items
- 10) Set Next Meeting Dates** (All, 5 minutes)
 - a. Next TCC meeting on Wednesday, December 12, 2018 – at SACOG
 - b. Adjourn TCC

The SACOG meeting facility is accessible to the disabled. If requested, this agenda and documents in the agenda packet can be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 and the Federal Rules and Regulations adopted in implementation thereof. Persons seeking an alternative format should contact SACOG for further information. In addition, a person with a disability who requires a modification or accommodation, including auxiliary aids or services, in order to participate in a public meeting should contact SACOG by phone at 916-321-9000, TDD at 916-321-9550, e-mail (transitneeds@sacog.org) or in person as soon as possible and preferably at least 72 hours prior to the meeting.



Transit Coordinating Committee

August 15, 2018 – TCC 9:00 a.m. to 11:30 a.m.
SACOG Rivers Rooms
1415 L Street, Suite 300
Sacramento, CA

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Attendees: Will Garner

David Melko, PCTPA
Brian James, El Dorado County Transit
Terry Bassett, YCTD
Jose Perez, YCTD
Jeff Flynn, Unitrans
Anthony Palmere, City of Davis
Lisa Cappellari, Paratransit, Inc.
Keith Martin, Yuba-Sutter Transit
Caroline Payne, SACOG
Renee DeVere-Okie, SACOG
Christina Lokke, SACOG
Paul Philley, SMAQMD
Azadeh Doherty, SACOG
Matt Mauk, Folsom
Raef Porter, SACOG
Nico Bouwkamp, Frontier Energy/SMAQMD
Bruce Griesenbeck, SACOG
Karen Potter
Nancy Asiri, ACC Rides
David Goldman, Sac RT
Teri Sheets, Unitrans
Heather Yee, Sacramento County/SCT/Link
Maureen Ring, Sac RT
Casey Courtright, Sac RT/Connect Card
Julie Petersen, El Dorado County Transit
Jeff Tardaguila., Advocate
Sarah Strand, West Sacramento

Public Comment – Jeff Tardaguila: The public need to be educated on SB 1 and what they are getting out of it and they'll lose if it is repealed.

1) TCC Coordination (Garner/All, 20 minutes)

- a. Public Comment on non-agenda topics
- b. Brief introductions and sharing of significant news about transit systems – YCTD – Have WiFi on entire system. SACOG – Employee happy for WiFi.
SACOG – Azzie is retiring at the end of October 2018.
SMAQMD – No longer have to crush busses to give transit operators money.
- c. Joint Transit Operator Project or Training Opportunities – YCTD – get operator management together outside TCC. Revisit bi-monthly vs. monthly. Various discretionary programs coming forward – may be better to plan joint projects.
- d. General TCC Information
 - Update on the potential impacts of Proposition 6 (Christina Lokke, SACOG) – see attachment – Proposition 6 would require public vote for all transportation legislation. SACOG has been educating. If Prop 6 does pass and a recipient has not received a distribution from the state, then they shouldn't expect to get the funding. The League of Cities has a lot of information on their website. PCTPA – Have to bring funds/projects to Board, but don't expect funding if Prop 6 passes. SACOG – If state is not collecting new funds then they won't be distributing funds. Unitrans – Has there been polling. SACOG – Will likely be polling now that language can't be litigated. RT – Southern CA a lot of SB 1 funds signage for projects. SACOG – Standard practice to post where funds that provide project/service.
 - Caltrans Workshops on Transportation Planning Grant Guidelines incorporating SB 1 - <http://www.dot.ca.gov/hq/tpp/grants.html>

- New Transportation Development Act Guidelines - http://www.dot.ca.gov/drrmt/docs/tda/TDA_07-2018.pdf
- 2019-2022 MTIP Amendment #2 the 2016 MTP/SCS and Air Quality Conformity Analysis - <https://www.sacog.org/announcement/notice-public-hearing-draft-2019-22-mtip-2016-mtpscs-amendment-2-aq-conformity-analysis> - posted website and comment period ends tomorrow. December 15th anticipated approval. Corresponding AQ analysis.
- Other – Yuba-Sutter Transit - CARB ZEV regulations are going forward. August 29th tour at Yuba-Sutter Transit at 10 AM others welcome. CalACT has an easier to read summary of ZEV regulations. Cutaways won't be affected until 2026 or until there is an Altoona tested vehicle. September initial action, and December final action. All small operators exempt until 2026. At that point need to be 50%. Large operators start in 2023. Have to do a planning process/rollout plan, should be done' regionally. The plan is due in 2020.

2) Select new TCC Chair and Vice Chair for FY 2018-19 (SACOG/All, 10 minutes)

- a. Nominations – Terry Bassett motioned to continue current leadership, seconded by Keith Martin.
- b. Voting – Terry Bassett made a motion and Keith Martin seconded keeping the current TCC leadership. Approved unanimously. Will Garner will remain TCC Chair and Mindy Jackson will remain TCC Vice Chair until 2019.

3) Review and Approve May 16, 2018 TCC Minutes (All, 5 minutes) – see attachment – Statement attributed to SMAQMD on item 4 was a question not a statement. Correction will be made. Jeff Flynn motioned and Matt Mauk seconded passage of minutes with correction. Minutes approved unanimously.

4) Civic Lab 2 and Green Region Updates (Lizon/Porter/All, 5 minutes) – **Civic Lab** - Held 8 Civic Lab workshops. Many pilots already implemented and others on their way there. Civic Lab year 2 will be looking at land use to look at both sides of what is needed to meet air quality goals in the MTP/SCS. Commercial corridors are a focus. We'll be doing a deep dive on what are the issues in the corridors and potential solutions. Pull in property and business owners. Look at all geographies. Launching an application in September. Move forward with Board approval with launch in early January depending on funding (funded by SB 1).

Green region - \$12 million for ZEVs with applications due at the end of August. If you have questions Raef can help. An engineer's estimate is not required. Open to being creative and not be too prescriptive (CMAQ \$).

5) Connect Card Update (Courtright, RT/All, 5 minutes) – It has been 14 months since Connect Card (CC) rollout. CC continues to grow and people as agencies migrate over. Reached over \$1 million in sales each month. Have had 3 million boardings since launch. Some agencies report up to 70% of fare revenues from CC and many over 50%. Overwhelming positive. 100 sales outlets in the region that sell CC fare media being a mix of public agency and retail outlets (Raley's and some small retailers). Working to improve and enhance the system. Developer to deliver everything in the project scope. YCTD – Thanks for coming out to Cache Creek Casino Resort to explain the system. CC – Success at Cache Creek.

6) SACOG MTP/SCS Transit Planning (Griesenbeck/Holtzen/All, 15 minutes) – see attachment – SACOG – MTP/SCS have to look out 20 years in the future. SACOG will do a call for projects where transit operators relate what longer term projects they may be planning. Where growth is seen in communities SACOG adds service frequency. SACOG trying to fuse what the Board wants with funding realities. The will be December action on the preferred scenario, and will start to show actual projects. YCTD – Include appendix with specific projects.

SACOG – Don't usually provide those details. Board priority is to connect to economic development and equity to transportation. Transit a key component to economic development and equity. Make case across the board as well as for communities specifically. Amazon HQ 2 process was looking for multimodal accessibility. 2nd – mobility planning rather than transportation planning – TNCs, bike share, scooters, shared mobility, transit, autonomous vehicles, etc. Will change how people get around and value how they get around. Difficult to do a 20 year look into the future with all the changes in mobility/transportation that are happening very rapidly (risks and uncertainty). Scenario testing tools from vendor to do risk analysis, but will be using the same tools for actual input to the MTP/SCS. Bring information back on risk analysis. Input on proposed process, any preferences on future briefings, any specific contacts please share.

PCTPA – New SRTPs for Placer online.

YCTD – Volunteer to sit in at SACOG Board meetings.

PCT – Come back and give updates as SACOG goes along. 5% baseline LTF growth may be aggressive growth level.

RT – Some discussion on how online sales taxes should be collected/distributed in CA.

SACOG – Population projections are out for public comment. Regional growth and how it is allocated throughout the region.

Yuba-Sutter Transit – Has been looking at doubling of ridership with only 5% or less increase in funding per year with continuing increasing cost for services.

SACOG – Larger increases in service are in the out years. Not commitment for funding and projects. Overall budget is possible to pay for what we want to be there. Land use changes accumulate slowly, and has been even slower than was anticipated.

Yuba-Sutter Transit – Have to push back and be the real world check on the MTP/SCS.

SACOG – Try to keep some level of reality to MTP/SCS. Population growth much lower than our last plan.

7) Next Generation Transit (Carpenter/Corless/All, 20 minutes) – Released an RFQ for Next Generation Transit Study to look at all the issues affecting transit. Find out what it will take for transit to survive in this and future environments. 8 focus areas to create a framework to start with. It will be a six-month study and schedule in RFQ. Looking to get consultant on-board in September. Matt Carpenter is the project manager. Can send a copy of RFQ. Azzie will forward to Barbara. Dates for interviews are the 5-7th of September. Proposals due the 24th of August.

8) Microtransit Update (Loneragan, RT/Strand, West Sacramento/All, 30 minutes)

- Sacramento RT SmaRT Ride Service – Citrus Heights ridership February was 50 people per day to 317 people per day currently. Eleven vehicles were being used. Average wait time was 17 minutes. No average wait time over 20 minutes. Half of rides are called in and others are booked through the app. Just opened up the Franklin Blvd. service last week. Downtown area will open next in the late fall and will be more robust.

YCTD – Hours or cost information. Rides per hour?
 RT – Have planning look at it to give more accurate number for rides per hour. Around 3.5 to 4 passengers per hour.
 TransLoc providing the application.
 PCT – Same day trips available (can call in)?
 RT – Not that productive. Hoping to get up to 6-7 passengers per hour. Get toward the lower end of less productive fixed route. Different boundaries for services. Provide folks a more convenient way to get around within their communities. Feel free to look at app. Jeff T. – Walmart is a popular site for CH. Is there any data available yet for the Franklin area?
 RT – No data on Franklin service yet.
 Jeff T. – Top 5 destinations?
 RT – Starting to do that analysis.
- West Sacramento Microtransit/Rideshare Pilot – Citywide mainly in the urbanized area. 7,300 rides since launch in May. One on one outreach with senior community. Extended hours to 10 PM weekly. Weekly pass. Made it less expensive to ride in groups. More than half of 7,300 rides in the last month. Average wait times 7.5-8 minutes. Most popular destination is also Walmart. First 200-225 ride days last week. Adding operating vehicles to fleet. A lot of seniors use. Teenagers starting to use (13 and over age threshold). Time of use – inverse pattern heavy usage between 10-2 and 2-5. What portion of rides are being shared – 30% of rides are shared overall. Strong positive response from those who are using it most. Interest in connection to new Kaiser location in downtown Sacramento and Amtrak. Council has asked to hold off on that. Parents are asking to lower the age limit to get kids to after school programs.

YCTD – Rides per hour or cost per ride?
 WS – Can get that.
 YCTD – The full cost to provide that ride. Don't yet know what affect this service may have on Yolobus Special.
 Jeff T. – How do you accommodate mobility scooters?
 WS – Do have an accessible vehicle.
 Anthony P. – Why is the cost a seemingly taboo subject?
 WS – A lot of unknowns since the service just started and haven't built up demand. Contract is for much more than just operating the service. Robust performance evaluation. The project is only a one-year pilot.
 YCTD - \$10 VIA pass amounts to \$.37 per ride.
 WS – VIA service area is limited.
 YCTD – How many are calling in vs. app use.
 WS – Seniors – 60% use app and 40% call in.
 Nico – How does VIA connect to JUMP bike.
 WS – Taking service to Tower Bridge and using a JUMP bike to get across.
 Yuba-Sutter Transit – See what passengers have a history with transit and who are new.
 WS – Also interested in capturing that.
 Unitrans – See how we can sculpt the message on cost per passenger, but is costlier than other services.
 PCT – Why is it being done?
 Yuba-Sutter Transit – Vanity service is a good term. Cost per passenger. Lots of passenger miles with a limited amount of money. Lower cost per trip.
 YCTD – Mobility choices is the focus to get people out of SOVs.
 WS – Real problems that this helps alleviate issues with senior mobility, lower ridership fixed routes, parking challenges etc. What is the dynamic from on-demand and fixed routes? Generally providing choice.

9) Regional Zero-Emission Bus Planning (Nico Bouwkamp, Frontier Energy, SMAQMD Contractor/All, 30 minutes) – see presentation

David Warren, Director of Sustainable Transportation for New Flyer. PCT – Range? NF – 175-225 miles practical usage (without A/C load). With A/C likely 150-200. Range improving every year. PCT – Where do we see ranges going in 5 years. NF – 25% improvement over what is available today. PCT – What about hills? NF – Regenerative capability, what goes up must come down.
 YCTD – RT/YCTD working with UCD Med Center with battery electric buses. Delaying delivery in the hopes that the range will improve.
 NF – Competitors message regarding non-practical use for range. Vehicle weight is a challenge since electric buses are heavier. Fuel cell electric buses. These buses have 300-mile range. \$300K more than conventional bus with CA providing HVIP to encourage implementation. Infrastructure is a huge issue, but amount of energy needed is 100 MWatt power for a large fleet vehicle.
 Infrastructure project management group.
 YCTD – Cost differential?
 NF – Projected cost for fuel cell \$850K in 2019.



NF – Fuel Cell bus will be lighter.
Nico – Can offer other assistance if needed.

- a. Battery Electric/Fuel Cell Buses
- b. Supporting Charging/Fueling Infrastructure and Logistics

10) Meetings/Events/Updates (All, 5 minutes)

- a. Meetings or Events
- b. Updates on Other Items

11) Set Next Meeting Dates (All, 5 minutes)

- a. Next TCC meeting on Wednesday, October 17, 2018 – at SACOG – FTA 5307 and Green Region. September 19th TCC meeting.
- b. Adjourn TCC

Operators Only TAM Planning Meeting – Any related information will be emailed separately to participating TAM operators.

A) TAM Planning Meeting (TAM Tool Users, 30 minutes)

- a. ThingTech Tool - training follow-up, next steps – Look at your data to confirm that it was correct. Working on a webinar and get link out next week. Later next week 22-23 of August for the second look training. Highly encourage trained staff to see if you have data issues, questions. One-hour training of how to get to entire inventory needs walk through but once you get in there it is a good interface. Look at a later date. Doodle poll from Darcy. Darcy will follow-up one on one with those that had specific to their agency. Universal life benchmark – FTA condition of your fleet vs. how you may look at your fleet to further prioritize your vehicle needs. Inflation rate – default is 1.5%, MTC uses 1.6%, does group want a consistent inflation rate. Producer price index always larger than inflation. California state is using a percentage find out what that is. Happy to see what the agencies are using. NTD – has to include the bus + additional equipment now. Investment prioritization – the ideal. Second piece that has prioritization list will be available to generate real investment priorities. Didn't have a way to show expansion vehicles/items.
- b. Tier II TAM Plan template – Have all the report names and give more specific instructions. Will give agencies more than a month to pull together the required TAM document.
- c. User questions/answers

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FINAL SACOG DISCRETIONARY FTA TRANSIT PROGRAMMING APPLICATION

All Applicants must demonstrate institutional capability to carry out the project(s) applied for here.

A. Applicant Information:			
Legal Name:			
Address:			
City/State/Zip:			
Contact Person:			
E-mail:			
Phone:		Fax:	
B. Previous Sources of Funding:			
<input type="checkbox"/> 5307 Recipient	<input type="checkbox"/> 5310 Recipient	<input type="checkbox"/> 5311 Recipient	<input type="checkbox"/> 5316 Recipient
<input type="checkbox"/> 5317 Recipient	<input type="checkbox"/> 5337 Recipient	<input type="checkbox"/> 5339 Recipient	
C. Project Type:			
<input type="checkbox"/> Capital (up to 80%)	<input type="checkbox"/> Operating* (up to 50%)	<input type="checkbox"/> Preventive Maintenance (up to 80%)	
<input type="checkbox"/> Mobility Management (Capital) (up to 80%)		<input type="checkbox"/> ADA (up to 90%) up to 20% of region's apportionment	
<small>*If qualified for operating please find amount available for operating. Ref – https://www.transit.dot.gov/funding/apportionments under “Current Apportionments”. Operating projects that specifically serve low-income and environmental justice populations giving direct access to jobs and training do not have peak period fleet restrictions on operating funding levels.</small>			
D. Program:			
<input type="checkbox"/> 5307	<input type="checkbox"/> 5339		
E. Funding Request:	Year 1	Year 2	TOTAL
5307 – Capital	\$	\$	\$
5307 – Operating	\$	\$	\$
5307 – Mobility Mgmt.	\$	\$	\$
5307 – Preventive Maintenance	\$	\$	\$
5307 – ADA Operating	\$	\$	\$
5339 – Capital Purchase	\$	\$	\$
Total Match Funds	\$	\$	\$
Total Cost of Project(s):	\$	\$	\$

Note: A funding cap of \$2,000,000 per applicant per fiscal year has been established.

Capital Worksheet

PLEASE COPY AND USE ADDITIONAL PAGES FOR EACH YEAR'S PURCHASES (if applicable)

Proposed Rolling Stock					
Vehicle Type	Number of Vehicles	Vehicle Size (overall length)	Fuel Type	Per Unit Cost Estimate	Total Cost Estimate

All CNG vehicles purchased must have the longest useful life fuel tank that is available for the specific vehicle type(s). If your agency does not currently operate alternative fuel (CNG, LNG, hybrid, electric etc.) vehicles you must justify the need for alternative fuel vehicles. Indicate whether your agency has the requisite fuel infrastructure and/or relationship with fueling stations in your agency service area.

Other Capital Equipment

Other eligible equipment examples include: wheelchair lifts and restraints; radios and communication equipment; initial component installation costs; computer hardware and software (scheduling and vehicle maintenance software); public transit facilities; transit related intelligent transportation systems (ITS); and the introduction of new technology through innovative and improved products into public transportation.

Equipment	Number	Unit Cost Est.	Total Cost Est.

Project Criteria Narrative

Please address the statements and questions below in relation to your agency's/organization's project(s) (operating, capital/mobility mgmt., PM, ADA etc.). To receive the maximum allowable credit, each response will be reviewed and scored based on clarity, completeness and accuracy (Please see the SACOG FTA 5307/5339 Discretionary Project Evaluation Criteria for more information on scoring criteria.). Incomplete answers to applicable sections will affect you application score. Please limit your Project Criteria Narrative response (attach a separate Word or PDF document) to no more than 5 pages total for all sections below. There is no limit on supporting documentation. The narrative must address each of the following, if applicable:

A. MTP/SCS Implementation (50 points)

- a) Describe how this project(s) assists the region in supporting the SACOG MTP/SCS transit related policies & strategies (a policies & strategies document is provided), specifically maintaining or restoring transit services and transit services that support the growth projected in the MTP/SCS economic and land use forecasts.
- b) Describe how this project(s) meets “state of good repair”, “fix it first” policies, and long-term asset management benefits under FAST Act.
- c) Describe how this project(s) is consistent with your agency/organization SRTP (if applicable), fleet/facilities plan, asset management plan or other agency/organization planning documents.

B. Access/Continuity (30 points)

- a) Describe the specific operational/implementation or capital plan details for this project(s).
- b) Describe how this project(s) coordinates transit services improving access and mobility in the region.
- c) Specify how the project(s) addresses the gap(s) and/or barriers identified through your agency's/organization's internal analysis, the most recent Unmet Transit Needs process in the project area, and the Lifeline Transportation Study (<http://www.sacog.org/lifeline-transit-study>).
- d) Describe how this project(s) ensures access to “lifeline” and/or regional destinations (job centers, medical facilities, job training, educational facilities, regional shopping centers, regional transportation hubs etc.).
- e) Describe how this project(s) ensures access to transportation for transit dependent populations, particularly those groups identified in the President's Order for Environmental Justice, areas experiencing high levels of unemployment or chronic underemployment, or low-income high minority areas as defined in the most recent SACOG MTP/SCS.

C. Project Readiness/Financial Plan (15 points)

- a) Describe how this project(s) has long-term financial sustainability.
- b) Describe how this project(s) provides transportation services cost efficiently.

- c) When does the sponsor plan to obligate the requested regional funding?
- d) What are the amounts and sources of secured funding for the project?
- e) What are the amounts and sources of reasonably expected and unsecured funding for the project?
- f) Will the funds complete the project or a phase of the project?

Please supply a full financial budget and detailed project schedule/timeline with your application.

D. Other Considerations (5 points)

Note: Project sponsors will be responsible for the information provided in the application.

APPLICATION SUBMISSION INSTRUCTIONS

All Application documents and associated attachments must be submitted to SACOG electronically at transitneeds@sacog.org the no later than 4 PM, Month? Date?, 2018. All Application documents submitted should be in their original format. Associated Application attachments may be in any common format (Text, Word, Excel etc.). No application or associated documentation will be accepted after the due date & time.

Though agencies may apply for one type of funding another type may be substituted as appropriate.

**Federal Fiscal Year 2018 5307/5339 Discretionary Application
Signature Page**

If selected for funding, the information contained in this application will become part of a subrecipient/recipient contract with the Federal Transit Administration.

**To the best of my knowledge, all information contained in this application is true and correct.
If awarded a grant with FTA, I agree that I will adhere to the program guidelines.**

Signature of Authorized Official (Applicant)

Print Name

Title

Date

Signature of Authorized Official (Sub-Applicant)

Print Name

Title

Date



FINAL SACOG FTA 5307/5339 Discretionary Project Evaluation Criteria

A. MTP/SCS Implementation = 50 Points

- Describe how this project(s) assists the region in supporting the SACOG MTP/SCS transit related policies & strategies (a list of policies & strategies is provided), specifically maintaining or restoring transit services and transit services that support the growth projected in the MTP/SCS economic and land use forecasts.
- Describe how this project(s) meets “state of good repair”, “fix it first” policies, and long-term asset (including transit vehicles, stations/stops and facilities) management benefits under Fast Act.
- Describe how this project(s) is consistent with your agency/organization SRTP (if applicable) and fleet/facilities plan, asset management plan or other agency/organization planning documents.

Scoring

High: A high scoring project would demonstrate the following characteristics:

- The project(s) strongly supports multiple SACOG MTP/SCS transit related policies and strategies, primarily those related to maintaining and restoring transit services and support for the growth projected in the MTP/SCS economic and land use forecasts.
- The project(s) allows transit/transportation provider to maintain a “state of good repair”, and focuses on “fix it first”, and is consistent with your agency/organization long-term asset (including transit vehicles, stations/stops and facilities) management plan.
- Is fully consistent with your agency/organization SRTP (if applicable), fleet/facilities plan, asset management plan or other agency/organization planning documents, with the project(s) listed in the document or are supportive of specific recommendation(s);

Medium: A medium scoring project would demonstrate the following characteristics:

- The project(s) moderately supports the SACOG MTP/SCS transit related goals, primarily maintaining, restoring or extending transit services and support for the growth projected in the MTP/SCS economic and land use forecasts.
- The project(s) allows transit/transportation provider to maintain partial “state of good repair”, and with some focus on “fix it first”, and is partially consistent with your agency/organization long-term asset (including transit vehicles, stations/stops and facilities) management plan.
- Has a moderate level of consistency with your agency/organization SRTP (if applicable), fleet/facilities plan, asset management plan or other agency/organization planning documents, with a portion of the project(s) listed in the document and are partially supportive of specific recommendation(s);

Low: A low scoring project would demonstrate the following characteristics:

- The project(s) does not directly support SACOG MTP/SCS transit related goals.
- The project(s) does not allow the transit/transportation provider to maintain a “state of good repair”, nor focus on “fix it first”, and is not consistent with your agency/organization asset including transit vehicles, stations/stops and facilities) management plan.

- Has limited consistency with your agency/organization SRTP (if applicable), fleet/facilities plan, asset management plan or other agency/organization planning documents, with the project(s) not listed in the document and are not supportive of a specific recommendation;

B. Access/Continuity = 30 Points

- Describe the specific operational/implementation or capital plan details for this project(s).
- Describe how this project(s) coordinates transit services to improve access and mobility in the region.
- Specify how your project(s) addresses the gap(s) and/or barrier(s) identified through:
 - Your agency’s/organization’s internal analysis;
 - The most recent Unmet Transit Needs process (https://www.sacog.org/sites/main/files/file-attachments/11-unmet_transit_needs.pdf) ;
 - The Lifeline Transportation Study (<https://www.sacog.org/lifeline-transit-study>)
- Describe how this project(s) ensures access to “lifeline” and/or regional destinations (job centers, medical facilities, job training, educational facilities, regional shopping centers, regional transportation hubs, etc.).
- Describe how this project(s) ensures access to transportation for transit dependent populations, particularly those groups identified in the President’s Order for Environmental Justice, areas experiencing high levels of unemployment or chronic underemployment, or low-income high minority areas as defined in the most recent SACOG MTP/SCS.

Scoring

High: A high scoring project would demonstrate the following characteristics:

- Provides a clear and detailed operational/implementation plan for this project(s);
- Improves access to a large number of “lifeline” and regional destinations;
- Serves multiple user groups, including those without full-time access to cars, those identified in the President’s Order for Environmental Justice, and/or areas experiencing high levels of unemployment or chronic underemployment;
- Adjacent to dense residential and/or job, training or educational centers, or mixed-use areas that are likely to generate significant use of the project(s).

Medium: A medium scoring project would demonstrate the following characteristics:

- Provides a partial and somewhat detailed operational/implementation plan for this project(s);
- Improves access to some “lifeline” and regional destinations;
- Serves some user groups, including those without full-time access to cars, and some of those identified in the President’s Order for Environmental Justice, and/or portions of areas experiencing high levels of unemployment or chronic underemployment;
- Adjacent to residential and/or job, training or educational centers, or areas that are likely to generate use of the project(s).

Low: A low scoring project would demonstrate the following characteristics:

- Provides no operational/implementation plan for this project(s);
- Provides little or no access to “lifeline” and regional destinations;

- Serves few users, including those without full-time access to cars, those identified in the President’s Order for Environmental Justice, nor areas experiencing high levels of unemployment or chronic underemployment;
- Adjacent areas are low density/controlled access residential and/or job, training or educational centers, that will not generate much, if any, use of the project(s).

C. Project Readiness/Financial Plan = 15 Points

- Describe how this project(s) has long-term financial sustainability.
- Describe how this project(s) provides transportation services cost efficiently.
- When does the sponsor plan to obligate* the requested regional funding?
- What are the amounts and sources of secured funding for the project?
- What are the amounts and sources of reasonably expected and unsecured funding for the project?
- Will the funds complete the project or a phase of the project? Note: Project sponsors will be responsible for the information provided in the application.

Project sponsors will be asked to supply a full financial budget and detailed project schedule in the application.

Scoring

High: A project will receive a high score if:

- Project(s) transportation services, maintenance, operations and fleet replacements needs, are financially sustainable in the long-term using existing funding sources.
- Project(s) transportation services are provided in the most cost efficient and effective manors possible.
- All other needed funding is fully secured for the phase requested to receive FTA competitive funds, and
- The requested funding will be sufficient to complete the project or phase of the project.

Low: A project will receive a low score if:

- Project(s) transportation services, maintenance, operations and fleet replacements needs, are not financially sustainable in the long-term using existing funding sources.
- Project(s) transportation services are not provided in the most cost efficient and effective manors possible.
- There is reason to doubt that all other needed funding will be fully secured for the phase requested by the estimated obligation date, and
- The requested funding will not be sufficient to complete a phase of the project.

D. Other Considerations = 5 points

Please describe any additional aspects of your project not requested in the evaluation criteria that could be relevant to the final project recommendation and decision-making process, particularly those relating to asset management (including transit vehicles, stations/stops and facilities) and the transit and performance goals of the SACOG MTP/SCS or FAST Act policies.

*Obligate – in the above context refers to funds that are in an executed FTA grant award.



FINAL SACOG FTA 5307/5339 FUNDING ELIGIBILITY – DETERMINATION

Is your agency or organization eligible to apply for Federal Transit Administration (FTA) 5307/5339 funds?

If your agency or organization is already an FTA grantee, please provide documentation of grantee status as well as documentation of ability to fulfill all requirements under the Fixing America’s Surface Transportation (FAST) Act.

If your agency or organization is not already an FTA grantee, please answer the following:

- 1. Is your agency or organization a provider of “public transportation”?** Defined as regular, continuing shared-ride surface transportation services that are open to the general public or open to the general public defined by age, disability, or income.

_____ YES _____ NO

If yes move on to the next question. If no, your agency or organization is not eligible.

- 2. Is your agency or organization a designated or direct recipient of FTA 5307/5339 funds?** (If your agency is a designated or direct recipient of 5307 funds you may skip question 4)

_____ YES _____ NO

OR

Does your agency or organization qualify as a subrecipient (to either a designated or direct recipient) of FTA 5307/5339 funds? Eligible subrecipients include public entities otherwise eligible to become direct recipients under Section 5307 OR private non-profit operators of job access reverse commute projects OR agencies/organizations eligible for 5339 funds.

_____ YES _____ NO

If yes move on to the next question. If no, your agency or organization is not eligible.

- 3. If awarded funding could your agency comply with all required FTA Certifications & Assurances related to your FTA 5307/5339 funded project, including required National Transit Database (NTD) reporting?** Please see the FTA Certifications & Assurances checklist and documentation on the following pages for more information.

_____ YES _____ NO

If yes move on to the next question. If no, your agency or organization is not eligible.

- 4. If your agency or organization will apply as a subrecipient has there been coordination with the designated and/or direct recipient under whom your agency or organization will apply for funds, including coordination related to FTA Certifications and Assurances?** Please see the FTA Certifications & Assurances list and documentation (link) on the following pages for more information.

_____ YES

If yes your agency or organization is eligible to apply for FTA 5307/5339 funds.

_____ NO

If no coordination has yet occurred please provide the signature of the applicable designated or direct recipient confirming their willingness to allow your agency or organization to apply for 5307/5339 funds as a subrecipient.

Signature and Printed Name, Name of DR/Direct Recipient

Date

If no/no signature, your agency or organization is not eligible to apply for FTA 5307/5339 funds.



The original of the “Certifications and Assurances” should be marked “ORIGINAL” and signed and dated in blue ink. Use the legal name of your agency or organization. Attach documentation, such as an authorizing resolution, designating a person authorized to sign on behalf of the agency.

FTA FFY 2018 Certifications and Assurances (<https://www.transit.dot.gov/funding/grants/grantee-resources/fta-fiscal-year-2018-certifications-and-assurances>)

Description

1. Required Certifications and Assurances for Each Applicant.
2. Lobbying.
3. Private Sector Protections.
4. Rolling Stock Reviews and Bus Testing.
5. Demand Responsive Service.
6. Intelligent Transportation Systems.
7. Interest and Financing Costs and Acquisition of Capital Assets by Lease.
8. Transit Asset Management Plan, Public Transportation Safety Program, and State Safety Oversight Requirements.
9. Alcohol and Controlled Substances Testing.
10. Fixed Guideway Capital Investment Grants Program (New Starts, Small Starts, and Core Capacity Improvement).
11. State of Good Repair Program.
12. Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
13. Urbanized Area Formula Grants Programs and Passenger Ferry Grant Program.
14. Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
15. Rural Areas and Appalachian Development Programs
16. Tribal Transit Programs (Public Transportation on Indian Reservations Programs).
17. State Safety Oversight Grant Program.
18. Public Transportation Emergency Relief Program.
19. Expedited Project Delivery Pilot Program.
20. Infrastructure Finance Programs.
21. Construction Hiring Preferences.

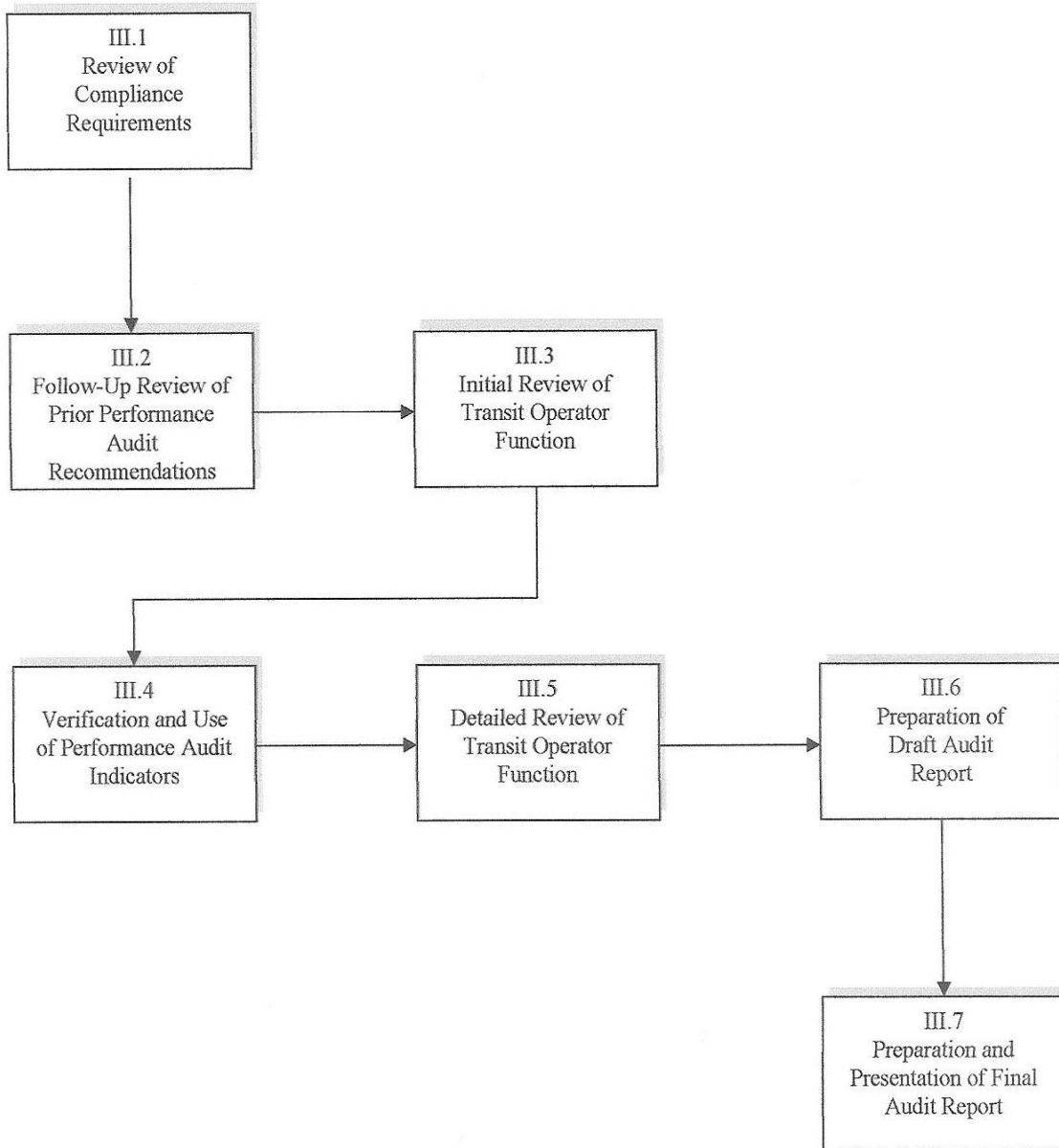
Signature and Printed Name

Date

By signing this document you are certifying that your agency or organization is in compliance with all FTA Certifications and Assurances required for the award of FTA 5307 and 5339 funds. If no signature, your agency or organization is not eligible to apply for FTA 5307/5339 funds.

All Applicants should be prepared to submit all documentation related to your agency’s/organization’s compliance with the FTA Certifications and Assurances requirements for the award of FTA 5307 and 5339 funds prior to application for awarded funds.

Exhibit III.1 MAJOR ELEMENTS IN A PERFORMANCE AUDIT OF TRANSIT OPERATORS



Materials and documents request list for Transit Operator TDA Performance Audit

As of 10/9/18

Below is an initial list of documents for the triennial performance audit. From our experience, we may be collecting additional data as the audit progresses. If documentation is available electronically (e.g. PDF, Excel, Word, etc.), that would be preferred. Weblinks to documents available on the internet would be fine as well.

If any item does not apply, just indicate so.

The Michael Baker International eFTP Secure File Transfer System is available to upload materials. The eFTP site address is <https://eftp.mbakerial.com/>. Users must register before using. (See screenshots of the eFTP pages attached).

Email of data files is also fine if they are relatively smaller (<10 MB total per email).

Thanks,

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1. State Controller's Annual Transit Operator Report for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
2. Annual Financial and Compliance Audits for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
3. Federal National Transit Database (NTD) Reports for 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
4. Most recent FTA Triennial Performance Audit and FTA comments/response letters.
5. Annual Transit Budgets for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
6. Annual CHP Safety Compliance Report/Terminal Record Update, Carrier Inspection, and Equipment Inspection Reports for 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
7. Copies of CHP unsatisfactory inspections of terminal, vehicles and equipment during same time frame. (if applicable)

8. Copy of JPA, by-laws and other governance documents establishing authority of the transit agency. (if applicable)
9. Copy of transit service agreements/MOUs between jurisdictions for service (e.g. between operator and city, city and county, etc.) (if applicable)
10. Other MOUs/agreements with local entities/other transit providers (e.g. fare transfer agreements, emergency services, shared facilities, etc.)
11. Copy of disabled rider certification application for Dial-A-Ride eligibility.
12. Performance productivity reports or dashboard reports (monthly or annual for ridership, miles, hours, etc.) for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
13. Vehicle operations data including on-time performance, preventable accidents, roadcalls, vehicle failures, Dial-A-Ride no-shows, and customer complaints for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years).
14. Vehicle fleet inventory showing year, make, model, seating capacity, and ambulatory and/or wheelchair accessible. Also if vehicle is assigned to certain service, please make note.
15. Short Range Transit Plan/Comprehensive Operations Analysis and other transit plans.
16. If operations (e.g. drivers, dispatchers, maintenance) are contracted, copy of service contract during FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years). (if applicable)
17. Sample monthly reports from the contract operator (preferably reports that also contain year-end data for FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years). (if applicable)
18. Sample of recent two or three days of manual entry or software generated driver trip sheets and manifests.
19. Sample of marketing products during FYs 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years) (brochure, map, timetables, flyers etc.).
20. Evidence of capital grants management (internal spreadsheets, financial tracking, etc.).
21. Organization and Staffing Chart as of June 2018.
22. Full time and part time employee count and annual work hours for 2014-15, 2015-16, 2016-17, and 2017-18 (4 fiscal years). Include all employees associated with transit system.
23. Labor agreements/MOUs in effect over the audit review period. (if applicable)
24. Responses to prior performance audit recommendations.

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Register

Name

Email

A confirmation email will be sent to this address

Password

Password Confirmation

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