

Attachment 2

**TRANSPORTATION DEVELOPMENT ACT
ARTICLE 3 BIENNIAL CALL FOR PROJECTS
FOR
TRANSIT STOP ACCESS IMPROVEMENTS**



Issued: Feb 4, 2019
Submittal Deadline: May 3, 2019

Background:

In August 1999 the SBCTA Board approved a policy that 20% of the Transportation Development Act (TDA) Article 3 funds would be made available for projects that improve access to transit stops for pedestrians and persons with disabilities. The remaining 80% of TDA Article 3 funds will be made available through a separate Call for Projects specifically for bicycle and pedestrian facilities.

This program has been developed in recognition of the importance of providing safe and accessible paths of travel to existing and proposed bus stop locations. In some instances, the provision of accessible pathways to bus stops may reduce the demand for complementary paratransit service provided by the Americans with Disabilities Act (ADA). The total amount available in this Transit Stop Access Improvements call for projects is estimated to be \$538,965(FY 2017/2018 and 2018/2019).

Applicants may be cities, the county or transit operators/claimants. No single jurisdiction shall receive more than 10% of the funds available under this call for projects unless there are an insufficient number of project applications to fully utilize the amount available. Joint power agency transit operators who are the lead agency for implementing the proposed projects may receive awards above the 10% limit. Local jurisdictions wishing to submit applications for projects must send a letter of notification to the appropriate local transit provider making them aware of their intent to improve transit stop facilities within their jurisdiction.

Upon approval of a project list by the SBCTA Board, Article 3 funds will be allocated to the project sponsor agency. Allocated funds will remain available for two full fiscal years after the year of Board approval. Unspent allocated funds will revert back to the subsequent Transit Stop Access Improvements call for projects after the three year term has expired. An extension may be granted at the discretion of SBCTA for projects that are moving forward but cannot be completed by the award sunset date. Extension requests must include appropriate justification for an extension and provide a revised project schedule with an expected completion date. Requests must be received in writing by SBCTA prior to sunset of the allocation. Only one extension of up to two years can be granted for each project award.

Eligible Expenditures:

1. Web-based mapping, photography or other visual imagery to provide information on stop accessibility to users of a transit system.
2. Retrofitting sidewalks with accessibility ramps to improve access to existing bus stops.
3. Construction of bus stop pads, including pads for bus shelters, and purchase and installation of bus shelters or benches at existing bus stop locations.

4. Construction of bus stop pads, including pads for bus shelters and purchase and installation of bus shelters or benches at new bus stop locations.
5. Construction of new sidewalks to serve existing bus stop locations.
6. Construction of new sidewalks to serve new bus stop locations.

Eligible project costs include expenses associated with: right of way acquisition or easement; preliminary engineering and design; plans, specifications and estimates; and construction. All projects must comply with the applicable Americans with Disabilities Act Accessibility Guidelines (ADAAG), Health and Safety Code, Sections 18901 to 18949.6 of the State Building Standards Law as issued by the California Building Standards Commission, and comply with local building and construction codes and requirements.

Additional Information:

If multiple improvement projects are included in an application, the application should include a prioritized listing of access improvement projects. All applications are to be submitted based on the submittal instructions. The application must include the following:

- Projects shall be classified as one of the six types of projects identified under the eligibility section above.
- Project description should identify whether the existing right of way or a new easement is required for the proposed project.
- Documentation that the proposed project addresses a problem area identified by current users of the transit service or through a survey of bus stop accessibility.
- The number of bus routes and daily buses serving the stop.
- Current or forecast daily boardings and alightings.
- Key activity generators or attractors served at the proposed project location including project location in relations to the SBCTA's Regional Non-Motorized Transportation Plan (NMTP).
- Description of specific location of proposed project.
- Pictures of the improvement site(s) and/or location(s).
- Schedule for project completion by project.
- Project cost estimate.
- Acknowledgement of previous TDA awards and status of those projects.

Project applications will be reviewed by an evaluation panel. The evaluation panel, using the criteria contained in this call-for-projects, will score the proposed projects. The evaluation panel is anticipated to be comprised of at least two SBCTA staff and potentially a member from a bicycle/pedestrian stakeholder group such as the Inland Empire Biking Alliance, an adjacent county transportation commission and Caltrans. Based on the evaluation panel proposed project scores, the evaluation panel will make its

recommendation to SBCTA General Policy Committee who will forward its recommendation to the full SBCTA Board of Directors.

Project Evaluation Criteria:

Evaluation Criteria	Possible Score
Overall Quality of Application – Overall quality of the application submitted for a project considering clarity of project and satisfactorily addressing evaluation criteria.	15
Project Need and Purpose - Project addresses identified access issues at new or existing bus stops or fills a gap in accessibility to transit system users. Describe how stop and increased accessibility serves local activity generators/destinations, provides increased connectivity to the multi-modal transportation system, and potential safety/ADA benefits.	40
Cost Effectiveness –Consideration of project cost compared to daily boardings and alightings and/or complementary paratransit cost avoidance achieved by making the bus stop location accessible to individuals with disabilities.	15
Timeliness of Prior Project Completion – Consideration of likelihood to deliver within a timely manner	5
Matching funds – Proposed projects will receive the following points based upon the extent of match provided: 5 points for 10-19%; 10 points for 20-29%; 15 points for 30-49%; and 25 points for 50% or greater	25

¹ Matching funds from applicant may consist of Federal Transit Administration funds, Community Development Block Grant funds or other local funds, including LTF Article 8a.

Call for Projects Schedule:

Issue Call for Projects	February 4, 2019
Project Proposals Due	May 3, 2019
Recommendation to General Policy Committee	June 12, 2019
Recommendation to Board	July 10, 2019

Submittal Instructions:

Applications must be submitted online. A form must be completed for each specific project identified for funding with the prioritization defined for each project by jurisdiction/agency. Jurisdictions/agencies may submit multiple applications.

Once the form is submitted online it is directed to the appropriate SBCTA department. A confirmation email will be forwarded to each applicant to confirm that an application has been submitted. For questions regarding the submittal process or application, please contact Cameron Brown at (909) 884-8276 or cbrown@gosbcta.com. The online application form can be found at the following link:

http://maps.sanbag.ca.gov/website/TDAGrant/TDA_Home.aspx

Applications must be submitted by 5:00 pm on the proposal due date specified above. This call and associated information is also available on the SBCTA website at www.gosbcta.com.

Project Completion and Payment:

Article 3 funds are not automatically distributed to agencies. Recipients of funding approved by the SBCTA Board shall be reimbursed for expenses incurred up to the amount approved based on claims submittals to SBCTA. Each recipient shall prepare and submit a project completion report, including pictures of the completed project(s) to accompany the request for reimbursement. SBCTA shall reimburse the recipient within 45 days. Recipient must retain all records necessary for the compliance and fiscal audit that will be conducted at the end of each fiscal year. SBCTA will provide funding recipients with the Transportation Development Act Local Transportation Funds Article 3 – Pedestrian, Bicycle Facilities and Access to Transit Claim Form Instructions and appropriate forms for submittal to request reimbursement. Agencies awarded funds will not be reimbursed for any project cost overruns. If an agency is providing a local match on a project and the project is completed under budget, the agency will be reimbursed at the matching ratio in effect at the time of project selection and approval. Example: If an agency commits to a 25% match for a \$10,000 project, the amount of Article 3 awarded would be \$7,500. If the completed project cost was \$8,000, the amount of Article 3 funds disbursed to the agency would be \$6,000. Progress payments will be available for all projects regardless of the award amount, but will be subject to SBCTA review of project development and local project cost shares.