



**Board Report**

**File #:** 2019-0807, **File Type:** Program

**Agenda Number:** 9.

**PLANNING AND PROGRAMMING COMMITTEE  
JANUARY 15, 2020**

**SUBJECT: FUNDING AWARD RECOMMENDATION FOR FEDERAL TRANSIT  
ADMINISTRATION SECTION 5310 GRANT PROGRAM FUNDS**

**ACTION: APPROVE RECOMMENDATIONS**

**RECOMMENDATION**

CONSIDER:

- A. APPROVING the federal Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program (“Program”) recommended funding awards totaling up to \$9,926,791 for Traditional Capital and Other Capital Projects, as shown in Attachments A and B;
- B. AUTHORIZING the Chief Executive Officer (CEO) or his designee to (1) negotiate and execute pass-through agreements with the agencies approved for funding, and (2) apply \$194,400 of unused funds from past awards to the recommended funding awards;
- C. DELEGATING to the CEO or his designee the authority to administratively approve minor changes to the scope of previously-approved Section 5310 funding awards;
- D. CERTIFYING that the Section 5310 funds are fairly and equitably allocated to eligible sub-recipients and, where feasible, projects are coordinated with transportation services assisted by other federal agencies; and
- E. CERTIFYING that the projects proposed for Section 5310 funding are included in the locally-developed 2016-2019 Coordinated Public Transit-Human Services Transportation Plan for Los Angeles County (“Coordinated Plan”) that was developed and approved through a process that included participation by seniors and individuals with disabilities, as well as by representatives of public, private and nonprofit transportation and human service providers and other members of the public.

## **ISSUE**

In April 2019, the Board approved the competitive FY 2019 solicitation process and allocation of funds for Federal Fiscal Years (FFY) 2018, 2019, and 2020 Section 5310. Applications were due on July 31, 2019. This report presents the resulting funding recommendations for Board review and approval and summarizes the evaluation process in response to this solicitation.

## **BACKGROUND**

The Los Angeles County Metropolitan Transportation Authority (Metro) is the Designated Recipient of Federal Transit Administration (FTA) Section 5310 Program funds in urbanized areas of Los Angeles County. As such, Metro is responsible for fund planning, programming, distribution, management and sub-recipient oversight.

## **DISCUSSION**

### Program Description

The Section 5310 Program provides operating and capital assistance for public transportation projects that i) are planned, designed and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable; ii) exceed the requirements of the Americans with Disabilities Act (ADA) of 1990; iii) improve access to fixed-route service and decrease reliance on complementary paratransit, and/or iv) provide alternatives to public transportation projects that assist seniors and individuals with disabilities.

### Funding Availability

A total of \$10,396,358 in Section 5310 funds were made available through the solicitation process, with specific amounts allocated to the following Urbanized Areas (UZAs): \$9,843,284 for Los Angeles -Long Beach, \$232,964 for Santa Clarita, and \$320,110 for Lancaster- Palmdale. These available Section 5310 funds include FTA funds apportioned for FFY 2018, 2019 and 2020 as authorized under the Fixing America's Surface Transportation (FAST) Act.

### Application Process

On April 30, 2019, a notice of funding availability with a link to the Board-approved application package was transmitted by Metro Community Relations to nearly 4,000 interested parties and potential applicants. The solicitation information was also posted on the Metro website. Metro hosted two informational workshops attended by more than 70 agencies to review program requirements, the application package, project evaluation and the selection process. Forty-three responsive applications requesting over \$13.5 million in federal grants were received by the July 31, 2019 deadline.

### Evaluation and Ranking

Two evaluation panels were convened to evaluate the applications. The panels were comprised of

Metro staff and volunteers representing public transit agencies, the Bus Operations Subcommittee, the Southern California Association of Governments and a private non-profit organization (Aging and Disability Transportation Network). The average score of each evaluation panel and corresponding ranking for each project is shown in Attachments A and B. Funding was allocated to the applications ranked highest until the funds were depleted. Attachment C contains the Board-approved evaluation criteria applied by panel members in scoring the proposals.

Consistent with Board-approved guidelines, funding awards are limited to proposals with a final competitive score of 70-100. However, due to the competitive nature of this solicitation, a number of projects scoring above 70 were not recommended for funding. Preliminary funding recommendations were distributed to proposing agencies on October 17, 2019. A total of 28 projects were recommended for funding, including one that was partially funded, and 15 projects were not recommended for funding.

#### Technical Advisory Committee (TAC) Appeals

On November 6, 2019, TAC heard applicant appeals from five agencies supporting their preliminary fund award. After hearing the presentations, TAC approved a motion supporting the preliminary funding recommendation and recommended further that the City of Manhattan Beach receive full funding for their project, and that the City of Whittier be offered a partial award with the remaining unallocated Section 5310 balance for the LA-Long Beach UZA.

#### Administrative Scope Changes

Grant sub-recipients may request to re-scope their project(s) from what was approved by the Board. The proposed recommendation will delegate to the CEO or his designee the authority to administratively approve minor changes to the scope of work. Minor changes include those which meet all the following criteria: 1) The scope change is consistent with the defined project limits as approved by the Board; 2) the scope of work, as modified, continues to meet the original intent of the approved project scope; 3) to the extent that the scope change results in a reduced total project cost, the new total project cost shall be within 20% of the original total project cost; and 4) the parties shall maintain the original grant to grantee funding commitment ratio (for example, if the grantee originally committed 20% of the total project cost, with the remaining 80% comprised of Section 5310 funds, those percentages shall apply to the new total project cost).

#### Equity Platform

Consistent with Metro's Equity Platform, projects eligible under Section 5310 program guidelines are inherently intended to improve equity by increasing access to opportunity. Transportation is an essential lever to enable access to jobs, housing, education, health and safety. Eligible projects include those that are planned, designed, and carried out to meet the specific needs of seniors and individuals with disabilities when public transportation is insufficient, unavailable, or inappropriate. Further, the solicitation process and workshops create a forum to engage the community.

---

## **DETERMINATION OF SAFETY IMPACT**

Approval of the recommendation will have no impact on safety.

## **FINANCIAL IMPACT**

The FY20 budget includes a total of \$4,685,270 for the federal Section 5310 Program in Cost Center 0441, Subsidies to Others, under Project 500005 (Seniors and Disabilities - S5310).

Since these are multi-year projects, the cost center manager and the Chief Planning Officer will be responsible for budgeting project expenses in future years.

### **Impact to Budget**

The sources of funds for this Program is Federal Section 5310, which is not eligible for Metro's bus and rail operating and capital budgets.

## **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

Recommendation supports the following goals of the Strategic Plan:

Goal 1: Provide high-quality mobility options that enable people to spend less time traveling; and  
Goal 3: Enhance communities and lives through mobility and access to opportunity.

## **ALTERNATIVES CONSIDERED**

The Board may choose not to approve all or some of the recommended actions. Staff does not recommend this alternative because, without Board approval, Metro cannot fulfill its responsibilities as the Designated Recipient of Section 5310 Program funds and the projects recommended for funding awards in Attachments A and B would not be implemented. Without Board approval, Metro could risk losing about \$7.4 million in Section 5310 Program funds that will lapse, if not obligated through the FTA approval process by September 30, 2020.

## **NEXT STEPS**

With Board approval, staff will send a notification of final funding award to each project sponsor and will submit the Section 5310 grant applications to the FTA on their behalf. Once the FTA awards the grants, staff will develop and execute grant pass-through agreements with those agencies as sub-recipients. As the Designated Recipient for these funds, staff will work to ensure that sub-recipients comply with all federal rules, regulations and requirements. At the conclusion of this programming cycle, there will be remaining balances in Section 5310 fund apportionments for the Lancaster-Palmdale UZA (approx. \$236,603) and Santa Clarita UZA (approx. \$232,964). Appropriate steps to further program these balances will be pursued and reported to the Board.

**ATTACHMENTS**

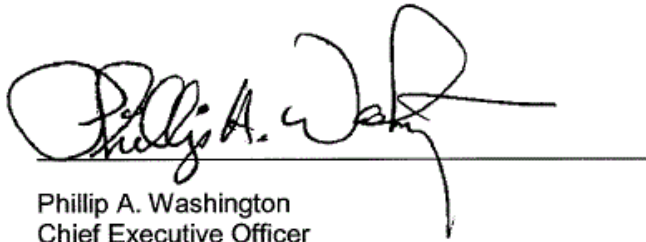
Attachment A - Los Angeles-Long Beach-Anaheim Urbanized Areas

Attachment B - Lancaster-Palmdale Urbanized Areas

Attachment C - Evaluation Criteria

Prepared by: Anne Flores, Senior Manager, Transportation Planning, (213) 922-4894  
Fanny Pan, DEO, Countywide Planning & Development, (213) 418-3433  
Shawn Atlow, Executive Officer, Countywide Planning & Development, (213) 418-3327  
Laurie Lombardi, SEO, Countywide Planning & Development, (213) 418-3251

Reviewed by: James de la Loza, Chief Planning Officer, (213) 922-2920



Phillip A. Washington  
Chief Executive Officer

AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	SCORE	TOTAL PROJECT COST (\$)	LOCAL MATCH (\$)	VEHICLE QTY	FUNDING AWARD (\$)
1 City of Santa Monica's Big Blue Bus	<b>Mobility is Freedom:</b> Operating assistance to operate "Mobility on Demand Everyday" (MODE) demand response service for seniors and persons with disabilities for three (3) years.	97.00	\$2,400,000	\$1,800,000		\$600,000
2 City of Los Angeles Department of Transportation (LADOT)	<b>2019 Cityride Replacement Vehicles:</b> Traditional Capital assistance to procure four (4) Battery Electric Cut-Aways, and charging equipment for replacement.	96.67	\$1,656,000	\$1,056,000	4	\$600,000
3 City of Glendora	<b>Glendora Dial-A-Ride Modernization - Replacement Vehicles and Dispatching Software:</b> Traditional Capital assistance to procure four (4) Class V vans, and upgraded dispatching software for replacement.	96.33	\$338,121	\$33,812	4	\$304,309
4 Los Angeles Jewish Home	<b>Services for Frail Seniors in the San Fernando Valley:</b> Traditional Capital assistance to procure two (2) Class A buses, scheduling and dispatch system, and equipment for expansion.	95.75	\$320,697	\$32,070	2	\$288,627
5 Arts and Services for Disabled, Inc.	<b>ASD Transportation Expansion Program:</b> Operating assistance to continue and expand transportation program for three (3) years.	95.75	\$388,764	\$97,191		\$291,573
6 City of West Hollywood	<b>West Hollywood Dial-A-Ride "TLC" Door-to-Door Program Extension:</b> Operating assistance to continue "TLC" door-to-door transportation program for twenty-seven (27) months.	95.75	\$444,326	\$111,082		\$333,244
7 Pomona Valley Transportation Authority	<b>Mobility Manager Project:</b> Traditional Capital assistance to support the continuation and expansion of the current mobility management program.	95.17	\$480,000	\$75,000		\$405,000
8 Pomona Valley Transportation Authority <sup>1</sup>	<b>Get About Minivan Replacement:</b> Traditional Capital Assistance to procure six (6) Class D minivans for replacement.	94.67	\$216,000	\$21,600	6	\$194,400
9 Los Angeles County Metropolitan Transportation Authority (LACMTA)	<b>On the Move Riders Program:</b> Operating assistance to continue and expand "On the Move Riders" older adult travel training program for three (3) years.	93.75	\$510,000	\$127,500		\$382,500
10 PathPoint	<b>Expanding Our Options - Operating:</b> Operating assistance to operate ADA vehicles for "Expand Our Options" transportation program for two and a half (2.5) years.	93.33	\$38,647	\$9,662		\$28,985
11 PathPoint	<b>Expanding Our Options:</b> Traditional Capital assistance to procure one (1) Class V van with extended wheelbase for replacement, and two (2) Class V vans with extended wheelbases for expansion.	91.33	\$187,425	\$18,743	3	\$168,682
12 City of South El Monte	<b>Dial-A-Ride Modernization Project:</b> Traditional Capital assistance to procure one (1) Class C bus, one (1) Class D minivan, and equipment for replacement.	90.59	\$224,893	\$22,490	2	\$202,403
13 City of South El Monte	<b>Dial-A-Ride Modernization Project:</b> Operating assistance to operate ADA vehicles and equipment for Dial-A-Ride transportation program for three (3) years.	90.59	\$92,915	\$23,229		\$69,686
14 Valley Village	<b>Safer Vans:</b> Traditional Capital assistance to procure four (4) Class V vans with extended wheelbases for replacement.	89.59	\$248,000	\$24,800	4	\$223,200
15 United Cerebral Palsy/Spastic Children's Foundation of Los Angeles, Ventura and Santa Barbara Counties (UCPLA)	<b>Replacement Vans:</b> Traditional Capital assistance to procure ten (10) Class V vans with extended wheelbases for replacement.	89.33	\$607,500	\$60,750	10	\$546,750
16 Workforce Development, Aging and Community Services (WDACS)	<b>Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities:</b> Operating assistance to continue on-demand transportation program for three (3) years.	89.25	\$800,000	\$200,000		\$600,000

AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	SCORE	TOTAL PROJECT COST (\$)	LOCAL MATCH (\$)	VEHICLE QTY	FUNDING AWARD (\$)
17 The Adult Skills Center (TASC)	<b>Adding Accessibility:</b> Traditional Capital assistance to procure eleven (11) Class D minivans for replacement.	89.00	\$607,750	\$60,775	11	\$546,975
18 City of Pasadena	<b>Continuation of Enhanced Accessible Mobility for Pasadena Dial-A-Ride:</b> Operating assistance to continue and expand Dial-A-Ride transportation program for three (3) years.	88.81	\$725,082	\$181,270		\$543,812
19 The Adult Skills Center (TASC)	<b>Adding Accessibility - Operating:</b> Operating assistance to operate ADA vehicles for "Adding Accessibility" transportation program for two and a half (2.5) years.	88.67	\$193,001	\$48,250		\$144,751
20 City of Pasadena	<b>Pasadena Dial-A-Ride Aging Vehicle Replacement and Expansion for Enhanced Accessibility Mobility:</b> Traditional Capital assistance to procure two (2) Class D minivans for replacement, and one (1) Class D minivan for expansion.	88.50	\$162,000	\$16,200	3	\$145,800
21 Pearl Transit Corp	<b>Pearl Transit:</b> Operating assistance to implement a new 24 hour transportation and trip planning service for seniors and individuals with disabilities.	87.67	\$859,770	\$429,885		\$429,885
22 Workforce Development, Aging and Community Services (WDACS)	<b>Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities:</b> Traditional Capital assistance for the acquisition of transportation services under a contract.	87.00	\$666,667	\$66,667		\$600,000
23 City of Manhattan Beach	<b>Aviation Boulevard Missing Sidewalk Project:</b> Operating assistance to improve accessibility to the fixed-route system by installing a missing segment of sidewalk and five ADA compliant curb ramps.	87.00	\$600,000	\$60,000		\$540,000
24 Institute for the Redesign of Learning	<b>Institute for the Redesign of Learning:</b> Traditional Capital assistance to procure three (3) Class A buses, and two (2) Class B buses for replacement.	84.33	\$384,000	\$38,400	5	\$345,600
25 Therapeutic Living Centers for the Blind	<b>TLC Vehicle Replacement Project:</b> Traditional Capital assistance to procure three (3) Class V vans for replacement.	83.17	\$176,400	\$17,640	3	\$158,760
26 City of Monrovia	<b>Monrovia Seniors and Individuals with Disabilities Service Expansion and Enhancement Projects:</b> Operating assistance to expand and enhance senior transportation and on-demand rideshare program for three (3) years.	83.13	\$800,000	\$200,000		\$600,000
27 City of Manhattan Beach	<b>City of Manhattan Beach Dial-a-Ride Program:</b> Traditional Capital assistance to procure two (2) Class B buses, and two (2) Class F low floor buses for replacement.	82.33	\$514,000	\$51,400	4	\$462,600
28 City of Whittier <sup>2</sup>	<b>City of Whittier Dial-A-Ride Replacement Vehicles:</b> Traditional Capital assistance to procure three (3) Class B buses, and three (3) Class D Minivans for replacement.	81.67	\$95,269	\$9,527	1	\$85,742
<b>TOTALS</b>			<b>\$14,737,227</b>	<b>\$4,893,943</b>	<b>62</b>	<b>\$9,843,284</b>

<sup>1</sup> Project funded through prior year Section 5310 funding.

<sup>2</sup> Recommended for partial funding due to funds being depleted.

AGENCY	PROJECTS <u>NOT RECOMMENDED</u> FOR FUNDING AWARD	SCORE	TOTAL PROJECT COST (\$)	LOCAL MATCH (\$)	VEHICLE QTY	FUNDING REQUEST (\$)
28 City of Whittier <sup>3</sup>	<b>City of Whittier Dial-A-Ride Replacement Vehicles:</b> Traditional Capital assistance to procure three (3) Class B buses, and three (3) Class D Minivans for replacement.	81.67	\$300,731	\$30,073	5	\$270,658
29 Villa Esperanza Services <sup>3</sup>	<b>Transportation for Adults with Intellectual/Developmental Disabilities:</b> Traditional Capital assistance to procure two (2) Class A buses, and two (2) Class D minivans for replacement.	77.66	\$260,000	\$52,000	4	\$208,000
30 East Los Angeles Remarkable Citizens' Association (El ARCA) <sup>3</sup>	<b>East Los Angeles Remarkable Citizens' Association, Inc.:</b> Traditional Capital assistance to procure seven (7) Class B buses for replacement.	76.85	\$546,000	\$54,600	7	\$491,400
31 Independent Living Center of Southern California <sup>3,4</sup>	<b>ILCS Ready Set Go TAP:</b> Traditional Capital assistance to develop new travel training program.	76.10	\$177,387	\$17,739		\$159,648
32 AltaMed Health Services Corporation <sup>3,4</sup>	<b>AltaMed's Senior Transportation Program:</b> Traditional Capital assistance to procure a dispatch system, and equipment for Senior Transportation Program.	76.00	\$115,108	\$11,511		\$103,597
33 City of Glendale <sup>3</sup>	<b>Glendale Dial-A-Ride Service Expansion Vehicles:</b> Traditional Capital assistance to procure three (3) Class V vans for expansion.	75.45	\$168,000	\$16,800	3	\$151,200
34 Westside Pacific Villages <sup>3</sup>	<b>Enhancements to WPV Volunteer Driving Program:</b> Operating assistance to continue and expand WPV's volunteer driving and transportation program for three (3) years.	74.69	\$416,005	\$104,001		\$312,004
35 Westside Pacific Villages <sup>3</sup>	<b>2 Vehicles to Enhance SPV Transportation Services:</b> Traditional Capital assistance to procure two (2) Class V vans for expansion.	72.25	\$118,400	\$11,840	2	\$106,560
36 White Memorial Medical Center (WMMC) <sup>3</sup>	<b>AHWM Transportation Service:</b> Traditional Capital assistance to procure one (1) Class A bus for replacement.	71.13	\$78,000	\$7,800	1	\$70,200
37 White Memorial Medical Center (WMMC) <sup>3,4</sup>	<b>White Memorial Medical Center Operations Funding:</b> Operating assistance to operate ADA vehicles for WMMC transportation program for three (3) years.	70.13	\$298,640	\$29,864		\$268,776
38 New Horizons <sup>3</sup>	<b>Green Light to Mobility continuation of services:</b> Operating assistance to continue travel training program for two (2) years.	70.00	\$587,500	\$146,875		\$440,625
39 City of Pico Rivera	<b>Pico Rivera Transportation:</b> Traditional Capital assistance to procure three (3) Class D minivans, and equipment for expansion.	68.33	\$317,324	\$31,732	3	\$285,592
40 City of Pico Rivera	<b>Pico Rivera Transportation:</b> Operating assistance to operate ADA vehicles for Dial-A-Ride transportation program for two (2) years.	67.33	\$65,600	\$16,400		\$49,200
41 City of Paramount	<b>Dial-A-Ride Expansion:</b> Operating assistance to expand Dial-A-Ride transportation program for three (3) years.	57.67	\$287,564	\$71,891		\$215,673
42 Pomona Valley Community Services	<b>Community Connections Mileage Reimbursement Program:</b> Operating assistance to continue "Community Connections" travel reimbursement program for three (3) years.	48.67	\$795,189	\$198,797		\$596,392
<b>TOTALS</b>			<b>\$4,531,448</b>	<b>\$801,923</b>	<b>25</b>	<b>\$3,729,525</b>

<sup>3</sup> Although the project proposal score was within the competitive funding range, funds have been depleted.

<sup>4</sup> Funding requests were adjusted to remove non-reimbursable costs.



AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	SCORE	TOTAL PROJECT COST (\$)	LOCAL MATCH (\$)	VEHICLE QTY	FUNDING AWARD (\$)
1 Antelope Valley Transit Authority (AVTA)	<b>Enhanced Mobility for Seniors and Individuals with Disabilities:</b> Operating assistance to implement Microtransit Services for seniors and individuals with disabilities.	70.00	\$112,800	\$29,293		\$83,507
<b>TOTALS</b>			<b>\$112,800</b>	<b>\$29,293</b>	<b>0</b>	<b>\$83,507</b>

**FY 2019 Section 5310 Solicitation for Proposals & Application****EVALUATION CRITERIA**

The following summarizes general project narrative application requirements and the corresponding maximum points possible for each segment (100 points maximum)

**A. Scope of Work, Need, Objectives, Coordination and Outreach (Up to 40 points)**

- Existing services and target populations served; detail proposed scope of work including: need, objectives, changes, improvements, and how it is aligned with program goals; present project readiness/schedule; explain how program funds requested will apply to meet project requirements (20 points).
- Project goals aligned with goals and strategies of the 2016-2019 Coordinated Public Transit – Human Services Transportation Plan for Los Angeles County (10 points).
- Specific details demonstrating project development and/or implementation coordination with others (5 points).
- Marketing, promotion, public awareness plans (5 points).

**B. Project Implementation, Operating and Management Plans (Up to 20 points)**

- Project management plan, project milestones and deliverables, and role and experience of key personnel (8 points).
- Contingency plan details: service, staffing, mechanical, and technical (8 points).
- Prior experience and performance providing similar/same transportation related services and managing federal pass through grants. Where none, prior experience and performance in non-transit services to target populations (4 points).

**C. Performance Indicators and Project Effectiveness (Up to 20 points)**

- Quantitative and applicable qualitative project performance measures over the life of project showing methodology to develop estimates (10 points).
- Evaluation of project effectiveness and strategies to mitigate poor performance (4 points).
- Tools & procedures to collect, track, and report project performance (6 points).

**D. Project Financial Plan / Project Readiness (Up to 10 points)**

- Completion of project financial plan table with expenditure amounts by quarter.
- Description of how schedule is realistic to enable project completion.

**E. Budget Justification (Up to 10 points)**

- Assumptions used to prepare project budget.
- Identification of all sources and amounts of revenue and/or grants to support project
- Identification & eligibility of federal fund program requested.
- Local Match Commitment Letter with amount and source of non-USDOT local match funds committed to project, or In-Kind Match Commitment Letter with detailed description and value of eligible in-kind item or service.