



## Board Report

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### PLANNING AND PROGRAMMING COMMITTEE APRIL 20, 2022

**SUBJECT: FUNDING AWARD RECOMMENDATION FOR FEDERAL TRANSIT ADMINISTRATION (FTA) SECTION 5310 (CRRSAA AND ARPA FUNDING) GRANT PROGRAM**

**ACTION: APPROVE RECOMMENDATIONS**

#### **RECOMMENDATION**

CONSIDER:

- A. APPROVING the recommended Federal Transit Administration (FTA) Section 5310 Enhanced Mobility for Seniors and Individuals with Disabilities Program funding awards totaling \$2,817,612, as authorized under the Coronavirus Response and Relief Supplemental Appropriations Act and American Rescue Plan Act funds for Operating Projects as shown in Attachments A, B and C;
- B. AUTHORIZING the Chief Executive Officer (CEO) or their designee to negotiate and execute pass-through funding agreements with the sub-recipient agencies receiving awards; and
- C. CERTIFYING that the Section 5310 funding is included in the locally developed 2021-2024 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**

The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) and the American Rescue Plan Act (ARPA) allocated \$3,064,461 in FTA Section 5310 funds to the three urbanized areas in Los Angeles County. In March and July 2021, the Metro Board directed staff to initiate a competitive solicitation for these funds. Staff notified the Board in October 2021 that a solicitation would be released to existing sub-recipients. Applications were due on November 24, 2021. This report presents the funding recommendations for Board approval and summarizes the solicitation and evaluation process.

#### **BACKGROUND**

The Los Angeles County Metropolitan Transportation Authority (Metro) is the Designated Recipient of

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FTA Section 5310 Program funds in urbanized areas of Los Angeles County. 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 \$3,064,461 in Section 5310 funds were made available through the solicitation process, with specific amounts allocated to the following Urbanized Areas (UZAs): \$2,517,612 for Los Angeles-Long Beach-Anaheim, \$227,625 for Santa Clarita, and \$319,224 for Lancaster-Palmdale. These available Section 5310 funds include CRRSAA and ARPA funds appropriated for COVID-19 relief to support the transit industry during the COVID-19 public health emergency, in addition to unobligated funds that were appropriated in Federal Fiscal Year (FFY) 2020.

### Application Process

On October 1, 2021, a notice of funding availability was transmitted to current Metro sub-recipients and posted on the Metro website. Metro hosted one information workshop on October 19, 2021. Fourteen responsive applications requesting over \$3.53 million in federal grants were received by the November 24, 2021 deadline.

### Evaluation and Ranking

Two panels were convened to evaluate the applications. The ranking of each project is shown in Attachments A, B and C. Funding was allocated to the applications that ranked highest until the funds were depleted. Attachment D contains the Board-approved evaluation criteria applied by panel members in scoring the proposals.

Consistent with Board direction from Board Report dated April 17, 2019, Approve Solicitation and Allocation Process, funding awards are limited to proposals with a final competitive score of 70-100. However, due to the competitive nature of this solicitation, several projects scoring above 70 were not recommended for funding. Preliminary funding recommendations were distributed to proposing agencies on February 8, 2022. A total of ten projects were recommended for funding, including one that was partially funded, and four projects were not recommended for funding.

The Board-approved process ensures that the Section 5310 funds are fairly and equitably allocated to eligible sub-recipients. Where feasible, projects are coordinated with transportation services

assisted by other federal agencies.

### Technical Advisory Committee (TAC) Appeals

On March 2, 2022, TAC heard from two applicants appealing their preliminary award recommendations. One of the agencies appealing was Workforce Development, Aging and Community Services (WDACS) of Los Angeles County, which received partial preliminary funding. The other agency, Westside Pacific Villages (WPV), did not receive any preliminary funding. After hearing the presentations, TAC approved a motion supporting the preliminary funding recommendation and recommended further that the funds set-aside for the TAC appeals process be split between WDACS and WPV, offering both a partial award with the remaining unallocated Section 5310 balance for the Los Angeles-Long Beach-Anaheim UZA. Metro staff agrees with the TAC recommendation and has reflected this in the attached award recommendations.

### Administrative Scope Changes

Grant sub-recipients may request to re-scope their project(s) from what is approved by the Board. The proposed recommendation will delegate to the CEO or their 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; and 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.

### **DETERMINATION OF SAFETY IMPACT**

Approval of the recommendation will have no impact on safety.

### **FINANCIAL IMPACT**

The FY22 budget includes a total of \$5.17 million for the 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 source of funds for the Program is Federal Section 5310, which is not eligible for Metro's bus and rail operating and capital budgets.

### **EQUITY PLATFORM**

The Section 5310 Program focuses on a target population of older adults and persons with

disabilities who face unique challenges in accessing mobility options in LA County. Metro recently engaged these groups and other stakeholders to assess disparities as part of the Coordinated Plan update in 2020. After considering data on disparities related to income, disability, and age, and with input from the public, Metro approved a Coordinated Plan (2021-2024) that focuses on the mobility needs of the target population-seniors and persons with disabilities as a demographic priority. Metro carried this consideration through the current solicitation. Consistent with the goals of the Section 5310 (CRSSAA and ARPA funding) Grant Program, Metro evaluated and prioritized project proposals based on demonstrated funding need related to COVID-19 impacts, as well as project feasibility and readiness. Additionally, in an effort to gather data that might aid future disparity analysis, applicants identified service areas at the zip code level. This information may be used in future Coordinated Plan updates to define more acutely areas or populations of higher need within the target population.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The 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, B and C would not be implemented. A portion of funds will lapse this year if left unobligated for eligible projects within a certain amount of time after appropriation. Without Board approval, Metro could risk losing \$410,227 in Section 5310 Program funds that will lapse if not obligated in an FTA grant by September 30, 2022.

### **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. \$169,224) and Santa Clarita UZA (approx. \$77,625), which will be allocated to Access Services' operations, consistent with past practice (e.g., Board Boxes dated June 22, 2021: New Funding Award for the Federal Transit Administration Section 5310 Grant Program, and October 1, 2021: Funding Opportunity: Federal Section 5310 Program).

### **ATTACHMENTS**

Attachment A - Los Angeles-Long Beach-Anaheim Urbanized Area  
Attachment B - Lancaster-Palmdale Urbanized Area

Attachment C - Santa Clarita Urbanized Area

Attachment D - Evaluation Criteria

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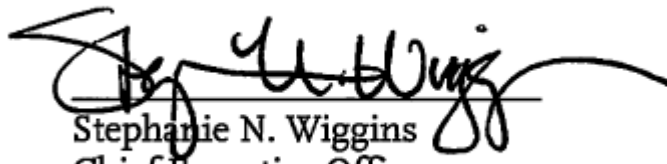
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Stephanie N. Wiggins  
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**LOS ANGELES/LONG BEACH/ANAHEIM  
URBANIZED AREA**  
Operating Projects

Rank	AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	ELIGIBLE COST (\$)	AWARD
1	City of Glendale	<b>Glendale Dial-A-Ride Service:</b> Operating assistance to maintain the same level of Dial-A-Ride service for Seniors and Individuals with Disabilities, during the COVID-19 pandemic.	\$1,096,911	\$300,000
2	City of Pasadena	<b>Pasadena Dial-A-Ride COVID-19 Safety Response:</b> Operating assistance for COVID-19 PPE and food bank trips.	\$250,820	\$250,820
3	FAME Corporations	<b>FAME Senior &amp; Individuals with Disability Mobility Program:</b> Operating assistance for 18 months of new transportation services for Seniors and Individuals with Disabilities, in collaboration with Community Based Organizations.	\$290,813	\$290,813
4	AltaMed Health Services	<b>AltaMed Senior Transportation Services:</b> Operating assistance for nine (9) months of fleet bus maintenance and fuel for AltaMeds vehicles providing door-through-door transportation to frail seniors through its PACE (Program of All-inclusive Care for the Elderly) program.	\$300,000	\$300,000
5	Los Angeles Jewish Home (LAJH)	<b>LAJH Response to COVID-19 Impacts:</b> Operating assistance for two (2) years to increase driver capacity by adding three (3) full-time drivers and purchasing PPE supplies.	\$298,532	\$298,532
6	PIH Health Good Samaritan Hospital	<b>Mobility Management Continuity:</b> Operating assistance for two (2) years to continue its transportation program for Seniors and Individuals with Disabilities by funding one (1) FTE mobility manager.	\$231,814	\$231,814
7	Pomona Valley Transportation Authority (PVRTA)	<b>Pomona Valley Travel Training for Seniors and Persons with Disabilities:</b> Operating assistance for three (3) years for greather transportation access by funding one (1) FTE travel trainer.	\$270,000	\$270,000
8	City of El Monte	<b>El Monte Senior Transportation Service Program:</b> Operating assistance for two (2) years to reinstate and expand its existing transportation program for Seniors and Individuals with Disabilities.	\$300,000	\$300,000
9	Workforce Development, Aging and Community Services (WDACS) <sup>1-2</sup>	<b>WDACS Senior/Disabled Transportation Services:</b> Operating assistance for two (2) years to administer its transportation programs for Seniors and Individuals with Disabilities.	\$300,000	\$212,693
10	Westside Pacific Villages <sup>2</sup>	<b>WPV CARES COVID-19 Transportaiton Program:</b> Operating assistance for three (3) years to continue and enhance its transportation program for Seniors and Individuals with Disabilities.	\$133,299	\$62,940
<b>TOTALS</b>				<b>\$2,517,612</b>

<sup>1</sup> Recommended for partial funding due to funds being depleted.

<sup>2</sup> Recommended for additional funds that were set-aside for the TAC appeals process and approved by management.

**LOS ANGELES/LONG BEACH/ANAHEIM  
 URBANIZED AREA**  
 Operating Projects

Rank	AGENCY	PROJECTS <u>NOT RECOMMENDED</u> FOR FUNDING AWARD	ELIGIBLE COST (\$)	REQUEST
9	Workforce Development, Aging and Community Services (WDACS) <sup>3</sup>	<b>WDACS Senior/Disabled Transportation Services:</b> Operating assistance for two (2) years to administer its transportation programs for Seniors and Individuals with Disabilities.	\$300,000	\$87,307
10	Westside Pacific Villages <sup>3</sup>	<b>WPV CARES COVID-19 Transportaiton Program:</b> Operating assistance for three (3) years to continue and enhance its transportation program for Seniors and Individuals with Disabilities.	\$133,299	\$70,359
11	Disabled Resources Center, Inc. <sup>3</sup>	<b>Travel Training and Mobility Management Program:</b> Operating assistance for three (3) years to continue its safety-oriented Mobility Management/Travel Training program for Seniors and Individuals with Disabilities.	\$300,000	\$300,000
12	Pearl Transit Corp <sup>3</sup>	<b>24-hour Demand Response Transportation:</b> Operating assistance for one (1) year for 24-hour demand response transportation and trip planning services for Los Angeles County.	\$1,273,032	\$300,000
<b>TOTALS</b>				<b>\$757,666</b>

<sup>3</sup> Although the project proposal met the minimum score requirement, funds have been depleted.

**LANCASTER/PALMDALE URBANIZED AREA**  
 Operating Projects

Rank	AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	ELIGIBLE COST (\$)	AWARD
1	Access Services	<b>Access Services Transfer Trips Program:</b> Operating assistance for two (2) years to continue Access Services "Transfer Trips" program to provide seamless service and connectivity into the Los Angeles Basin area for Access eligible customers in the Lancaster-Palmdale and Santa Clarita areas.	\$150,000	\$150,000
<b>TOTALS</b>				<b>\$150,000</b>

Rank	AGENCY	PROJECTS <u>NOT RECOMMENDED</u> FOR FUNDING AWARD	ELIGIBLE COST (\$)	REQUEST
2	Antelope Valley Transit Authority (AVTA) <sup>1</sup>	<b>Enhanced Dial-A-Ride:</b> Operating assistance for two (2) years to continue microtransit services for Seniors and Individuals with Disabilities.	\$1,289,508	\$300,000
<b>TOTALS</b>				<b>\$300,000</b>

<sup>1</sup> The project proposal did not meet the minimum score requirement to receive an award.



**SANTA CLARITA URBANIZED AREA**  
 Operating Projects

Rank	AGENCY	PROJECTS <u>RECOMMENDED</u> FOR FUNDING AWARD	ELIGIBLE COST (\$)	AWARD
1	Access Services	<b>Access Services Transfer Trips Program:</b> Operating assistance for two (2) years to continue Access Services "Transfer Trips" program to provide seamless service and connectivity into the Los Angeles Basin area for Access eligible customers in the Lancaster-Palmdale and Santa Clarita areas.	\$150,000	\$150,000
<b>TOTALS</b>				<b>\$150,000</b>

**FTA Section 5310 (CRRSSA & ARPA Funding) Grant Program****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 45 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; describe the immediate need for funding for COVID-19 related service impacts; present project readiness/schedule; explain how program funds requested will apply to meet project requirements (30 points).
- Project goals aligned with goals and strategies of the 2021-2024 Coordinated Public Transit – Human Services Transportation Plan for Los Angeles County (10 points).
- Specific details demonstrating project development and/or implementation coordination with others (3 points).
- Marketing, promotion, public awareness plans (2 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 15 points)**

- Quantitative and applicable qualitative project performance measures over the life of project including methodology to develop estimates (10 points).
- Evaluation of project effectiveness and strategies to mitigate poor performance (3 points).
- Tools & procedures to collect, track, and report project performance (2 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.
- Attachment of three quotes for purchase of equipment, supplies, and/or services.
- Identification of all sources and amounts of revenue and/or grants to support project.
- Identification & eligibility of federal funds requested.