

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: June 21, 2016 [] Consent [] Regular [] Ordinance [X] Public Hearing Department: Palm Tran

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to:

(A) Approve the filing of the Section 5339 Federal Transit Administration (FTA) Grant Application (FL-34-0020) for \$6,637,601 in capital funds allocated to Palm Beach County Board of County Commissioners (BCC) in FY2013 (\$1,598,755), FY2014 (\$1,686,583) FY2015 (\$1,719,480) and FY2016 (\$1,632,783);

(B) Approve the filing of Standard Form LLL - Disclosure of Lobbying Activities; and

(C) Authorize the Palm Tran Executive Director or Assistant Executive Director through the County Administrator to execute, on behalf of the BCC, and to transmit electronically the BCC's approval of the grant application, award, and the resulting grant agreement.

Summary: The FTA distributes Section 5339 funds to provide public transportation capital grants to assist financing capital projects for bus and bus facilities that will benefit the nation's transit systems. The grant will fund the planning, engineering, permitting and a portion of the construction for the expansion of Palm Tran's South County administrative and maintenance facility, which is at full capacity. On November 5, 2013, the BCC approved the acquisition of the land to expand the existing facility (R2013-1609), the project will increase space for administration, training/orientation and provide additional parking for buses and employees. On March 1, 2016, the BCC approved a contract with Colome and Associates (R2016-0252) for the design and permitting of the expansion and renovation of the Palm Tran South County Facility. The final planning approval is estimated in the fall of 2016, and the projected construction completion date is projected at February 2018. Execution of the FTA award represents the County's legal affirmation to abide by FTA and other federal requirements as described in The Master Agreement FTA MA (22) dated October 1, 2015 and approved by the BCC on June 7, 2016. The grant requires a 20% local match and execution of a Standard Form LLL - Disclosure of Lobbying Activities. The Florida Department of Transportation (FDOT) approved the use of toll revenue credits as the required local 20% match. No County funds are required. Countywide (DR)

Background and Policy Issues: This is the first allocation of 5339 funds to Palm Tran for bus and bus facilities. The timing of application for the four (4) years of allocations is pursuant to the plans for funding and developing the needed capital expansion project. The Master Agreement is incorporated by reference and made part of each FTA grant award, and amendment thereto. The Standard Form LLL is an FTA requirement when lobbying services are procured with non-federal funds.

- Attachments: 1. Section 5339 Program of Projects 2. Section 5339 FTA Grant Application FL-34-0020 3. Standard Form LLL - Disclosure of Lobbying Activities 4. Notice of Public Hearing

Recommended By: [Signature] Executive Director Date: 6/21/16 Approved By: [Signature] Assistant County Administrator Date: 6/16/16

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2016	2017	2018	2019	2020
Capital	\$6,637,601				
Expenditures					
Operating Costs					
External Revenues	(\$6,637,601)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$0				
No. ADDITIONAL FTE POSITIONS (Cumulative)	0				

Is Item Included In Current Budget? Yes No
 Budget Account No.: Fund 1341 Dept. 542 Unit
 Object Various Reporting Category

B. Recommended Sources of Funds/Summary of Fiscal Impact:

FTA – FY 2013-2016 Section 5339 Grant – Requires 20% local match

Florida Department of Transportation (FDOT) toll revenue credits are used as the local 20% match of the federal dollars for the capital funds. No county funds are required.

C. Departmental Fiscal Review: *Steven Tran* FOR
 Finance Manager

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

John A. White 6/15/16
 OFMB ET 6/08 6/14 6/14

Dr. J. Jarobant 6/16/16
 Contract Dev. and Control

B. Legal Sufficiency:

[Signature] 6/20/16
 Assistant County Attorney

Proof of publication was not available at the time of legal review. Palm Tran advises that the notice of public hearing was published on the 12th and 19th of June 2016 and a notarized copy of the notice will be filed with the Minutes Department.

C. Other Department Review:

 Department Director

Palm Tran – 5339 FY 2013-2014-2015-2016 Grant Summary

- Grantor: Federal Transit Administration (FTA)
- Amount: Total Grant Application \$6,637,601

FY2013 \$1,598,755

FY2014 \$1,686,583

FY2015 \$1,719,480

FY2016 \$1,632,783

Program of Projects (POP)

The POP is a summary of the intended use of funding that will be programmed into the application and subsequently approved by the BCC. Changes to the POP require approval by the BCC and FTA.

- | | |
|--|-------------|
| 1) Palm Tran South County Expansion Design | \$659,857 |
| 2) Palm Tran South County Expansion Construction | \$5,977,744 |

DOT**FTA**

U.S. Department of Transportation

Federal Transit Administration

Application

Recipient ID:	1098
Recipient Name:	PALM BEACH CO BD OF COMMISSIONERS - PALM BEACH CO TRANSIT AUTHORITY
Project ID:	FL-34-0020
Budget Number:	1 - Budget Pending Approval
Project Information:	FY2013-16 SECTION 5339 Capital Assist.

Part 1: Recipient Information

Project Number:	FL-34-0020
Recipient ID:	1098
Recipient Name:	PALM BEACH CO BD OF COMMISSIONERS - PALM BEACH CO TRANSIT AUTHORITY
Address:	3201 ELECTRONICS WAY , WEST PALM BEACH, FL 33407 4618
Telephone:	(561) 841-4200
Facsimile:	(561) 841-4291

Union Information

Recipient ID:	1098
Union Name:	AMALGAMATED TRANSIT UNION LOCAL 1577
Address 1:	Legal Department
Address 2:	5025 Wisconsin Avenue, NW
City:	Washington, DC 20016
Contact Name:	Leo Wetzel
Telephone:	(202) 537-1645
Facsimile:	(202) 244-7824
E-mail:	lw@atu.org
Website:	

Part 2: Project Information

Project Type:	Grant	Gross Project Cost:	\$6,637,601
Project Number:	FL-34-0020	Adjustment Amt:	\$0
Project Description:	FY2013-16 SECTION 5339 Capital Assist.	Total Eligible Cost:	\$6,637,601
Recipient Type:	County Agency	Total FTA Amt:	\$6,637,601
FTA Project Mgr:	Richelle Gosman (404) 865-5478	Total State Amt:	\$0
Recipient Contact:	Claudia Salazar (561) 841-4241	Total Local Amt:	\$0
New/Amendment:	New	Other Federal Amt:	\$0
Amend Reason:	Initial Application	Special Cond Amt:	\$0
Fed Dom Asst. #:	20507	Special Condition:	None Specified
		S.C. Tgt. Date:	None Specified
		S.C. Eff. Date:	None Specified

Sec. of Statute:	5307-2A	S.C. Eff. Date:	None Specified
State Appl. ID:	None Needed	Est. Oblig Date:	None Specified
Start/End Date:	June 21, 2016 – Nov. 30, 2019	Pre-Award Authority?:	Yes
Recvd. By State:		Fed. Debt Authority?:	No
EO 12372 Rev:	NO	Final Budget?:	No
Review Date:	None Specified		
Planning Grant?:	NO		
Program Date (STIP/UPWP/FTA Prm Plan) :	Aug. 17, 2015		
Program Page:	881		
Application Type:	Electronic		
Supp. Agreement?:	Yes		
Debt. Delinq. Details:			

Urbanized Areas

UZA ID	UZA Name
120740	WEST PALM BCH-BOCA RATON-DELRAY BCH, FL

Congressional Districts

State ID	District Code	District Official
12	18	Patrick Murphy
12	20	Alcee L Hastings
12	21	Theodore E Deutch
12	22	Lois Frankel

Project Details

This application is for \$6,637,601 in capital funds allocated to Palm Beach County Board of County Commissioners (BCC) in FY2013 (\$1,598,755), FY2014 (\$1,686,583) FY2015 (\$1,719,480) and FY2016 (\$1,632,783).

The funds awarded under this grant will be spent as follows:

- 1) Palm Tran South County Expansion Design \$659,857
- 2) Palm Tran South County Expansion Construction \$5,977,744

The grant will fund the planning, engineering, permitting and a portion of the construction for the expansion of Palm Tran's South County administrative and maintenance facility, which is at full capacity.

The Grantee certifies that for every procurement action to be funded with this grant, independent cost estimates will be prepared and available on file along with the corresponding cost/price analysis for the scope of work of the projects.

Florida Department of Transportation (FDOT) toll revenue credits in the amount of \$1,659,400; will be used in lieu of local match for the projects covered under the 5339 application for Palm Beach County, as listed on the STIP page 881 under project number 434495-1.

Earmarks

No information found.

Part 3: Budget

Project Budget

	Quantity	FTA Amount	Tot. Elig. Cost
<u>SCOPE</u>			
114-00 BUS: SUPPORT EQUIP AND FACILITIES	1	\$6,637,601	\$6,637,601
<u>ACTIVITY</u>			
11.41.03 ENG/DESIGN - ADMIN/MAINT FACILITY		\$659,857	\$659,857
11.43.03 CONSTRUCT - ADMIN/MAINT FACILITY	1	\$5,977,744	\$5,977,744
Estimated Total Eligible Cost:			\$6,637,601
Federal Share:			\$6,637,601
Local Share:			\$0.00

No Amendment Funding Source information is available for the selected project

Extended Budget Descriptions

11.41.03	ENG/DESIGN - ADMIN/MAINT FACILITY		\$659,857	\$659,857
Design contract will provide architectural and engineering services for the design, permitting, and construction phase services for expansion and renovation of the Palm Tran South County Facility in the City of Delray Beach.				
11.43.03	CONSTRUCT - ADMIN/MAINT FACILITY	1	\$5,977,744	\$5,977,744
Expansion and renovation activities include: addition of approximately 28,000 square feet of building space consisting of offices, locker rooms, training center for bus operators and ancillary support space, addition of a new 135 vehicle parking lot for employees on the south side, and addition of a bus lift at the existing maintenance building.				

Changes since the Prior Budget

No information found.

Part 4. Milestones

11.41.03 ENG/DESIGN - ADMIN/MAINT FACILITY \$659,857 \$659,857

	Milestone Description	Est. Comp. Date
1.	RFP/IFB OUT FOR BID	Sep. 27, 2015
2.	CONTRACT AWARDED	Mar. 1, 2016
3.	CONTRACT COMPLETE	Dec. 11, 2018

11.43.03 CONSTRUCT - ADMIN/MAINT FACILITY 0 \$5,977,744 \$5,977,744

	Milestone Description	Est. Comp. Date
1.	RFP/IFB Issued	Jan. 17, 2018
2.	Contract Award	Jun. 22, 2018
3.	Contract Complete	Nov. 30, 2019

Part 5. Environmental Findings

114103 ENG/DESIGN - ADMIN/MAINT FACILITY \$659,857 \$659,857

Finding No. 1 - Class II(c)

114303 CONSTRUCT - ADMIN/MAINT FACILITY 0 \$147,624 \$147,624

Finding No. 1 - Class II(c)

Part 6: Fleet Status

Fixed Route

		<u>Before</u>	<u>Change</u>	<u>After</u>
I.	Active Fleet			
	A. Peak Requirement	130	0	130
	B. Spares	26	0	26
	C. Total (A+B)	156	0	156
	D. Spare Ratio (B/A)	20.00%	0.00%	20.00%
II.	Inactive Fleet			
	A. Other	10	0	10
	B. Pending Disposal	0	0	0
	C. Total (A+B)	10	0	0
III.	Total (I.C and II.C)	166	0	166

The project funded by this grant does not include bus procurement and it will not result in any changes on the fleet status.

Part 8: Results of Reviews

The reviewer did not find any errors

Approved by OMB
0348-0046

Disclosure of Lobbying Activities

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352
(See reverse for public burden disclosure)

<p>1. Type of Federal Action: a. contract <input checked="" type="checkbox"/> b. grant c. cooperative agreement d. loan e. loan guarantee f. loan insurance</p>	<p>2. Status of Federal Action: <input checked="" type="checkbox"/> a. bid/offer/application b. initial award c. post-award</p>	<p>3. Report Type: a. initial filing b. material change</p> <p>For material change only: Year _____ quarter _____ Date of last report _____</p>
<p>4. Name and Address of Reporting Entity: <input checked="" type="checkbox"/> Prime <input type="checkbox"/> Subawardee Tier _____, if Known:</p> <p>Palm Beach County Board of County Commissioners 301 N. Olive Ave West Palm Beach, FL 33401</p> <p>Congressional District, if known: 18, 20, 21, 22.</p>	<p>5. If Reporting Entity in No. 4 is Subawardee, Enter Name and Address of Prime: N/A</p> <p>Congressional District, if known:</p>	
<p>6. Federal Department/Agency: U.S. Department of Transportation Federal Transit Administration</p>	<p>7. Federal Program Name/Description: CFDA Number, if applicable: <u>20.526</u></p>	
<p>7. Federal Action Number, if known: FL-34-0020</p>	<p>8. Award Amount, if known: \$6,637,301</p>	
<p>10. a. Name and Address of Lobbying Registrant (if individual, last name, first name, MI): <u>Two Companies, see Attachment A for this information.</u></p>	<p>b. Individuals Performing Services (including address if different from No. 10a) (last name, first name, MI): See Attachment A</p>	
<p>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty or not more than \$10,000 and not more than \$100,000 for each such failure.</p>	<p>Signature: _____</p> <p>Print Name: _____ Authorized Representative</p> <p>Title: _____ of Authorized Representative</p> <p>Telephone No.: _____ Date: <u>6/21/2016</u></p>	
<p>Federal Use Only</p>	<p>Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)</p>	



Palm Tran

Administrative Offices

3201 Electronics Way
West Palm Beach, FL 33407-4618
(561) 841-4200
FAX: (561) 841-4291

Palm Tran Connection

50 South Military Trail
Suite 101
West Palm Beach, FL 33415-3132
(561) 649-9838
FAX: (561) 514-8365
www.palmtran.org



**Palm Beach County
Board of County
Commissioners**

Mary Lou Berger, Mayor
Hal R. Valeche, Vice Mayor
Paulette Burdick
Shelley Vana
Steven L. Abrams
Melissa McKinlay
Priscilla A. Taylor

County Administrator

Verdenia C. Baker

*"An Equal Opportunity
Affirmative Action Employer"*

Official Electronic Letterhead

June 21, 2016

Standard Form LLL

Attachment A

**Palm Beach County Board of County Commissioners
FTA Recipient ID 1098**

Federal Action Number: FL-34-0020

**10.a. Name and Address of Lobbying Registrant:
(2 Companies have been selected)**

1. Becker & Poliakoff, P.A.
- **Omar Franco**
1275 K Street, N.W., Suite 850
Washington, DC 20005
2. Alcalde & Fay
- **James Davenport**
2111 Wilson Boulevard, 8th Floor
Arlington, VA 22201

NOTICE OF PUBLIC HEARING

RE: APPLICATION FOR FEDERAL CAPITAL ASSISTANCE GRANTS

Notice is hereby given that the Palm Beach County Board of Commissioners (BCC) intends to apply for FY2013-FY2016 Section 5339 Capital Assistance Grant from the Federal Transit Administration (FTA) as generally described below. A Public Hearing has been scheduled for the purpose of receiving comments regarding these projects. The Public Hearing will be held as follows:

DATE: Tuesday, June 21, 2016
TIME: 9:30 a.m.
LOCATION: Jane Thompson Memorial Chambers
6th Floor, Robert Weisman Governmental Center
301 North Olive Avenue
West Palm Beach, FL 33401

A. DESCRIPTION OF PROPOSED PROJECTS

Please Note: The following Proposed Program of Projects for the application of Section 5339 funds will be the final application for this program unless amended by the BCC on June 21, 2016.

CAPITAL ASSISTANCE

FEDERAL SHARE

Fiscal Year 2013-2016 Section 5339, Palm Tran:

Table with 2 columns: Project Description and Federal Share. Rows include: 1) Palm Tran South County Expansion Design (\$659,857), 2) Palm Tran South County Expansion Construction (\$5,977,744), and Total 2013-2016 Section 5339 (\$6,637,601).

B. RELOCATION

No persons families or businesses will be displaced by the projects.

C. ENVIRONMENT

The projects will allow Palm Tran to continue providing public transportation services within Palm Beach County that will continue to reduce exhaust emissions from automobiles and reduce air pollution traffic congestion and conserve energy.

D. COMPREHENSIVE PLANNING

The projects are in conformance with comprehensive land use and transportation planning in the area. The projects are included in the Five Year Transportation Improvement Program (TIP) adopted by the Palm Beach County Metropolitan Planning Organization (MPO).

E. ELDERLY AND HANDICAPPED

Reduced fares for the elderly and handicapped will continue to be in effect at all times of operation.

At the hearing BCC will afford the opportunity for interested parties or agencies to be heard with respect to the social economic and environmental aspects of the projects including requirements under the Clear Air Act the Federal Water Pollution Control Act and other applicable Federal Environmental Statues and consistency with the goals of local urban planning. Interested persons may submit orally or in writing evidence and recommendations with respect to said projects.

Written comments will be received at Palm Tran, 3201 Electronics Way, West Palm Beach, FL 33407 and at Palm-Comments@pbcgov.org until 5:00 p.m. Friday, June 17, 2016. Voice comments will be accepted at 561-841-4360 until 5:00 p.m. Friday, June

17, 2016.

A draft copy of the Project Applications will be available for public inspection at the Palm Tran offices located at 3201 Electronics Way, West Palm Beach, FL 33407.

(To be published in the Palm Beach Post on June 12 and June 19, 2016)