

PALM BEACH COUNTY  
BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

=====

Meeting Date: April 7, 2020

Consent

Regular

Ordinance

Public Hearing

Department: Palm Tran

I. EXECUTIVE BRIEF

**Motion and Title:** Staff recommends motion to adopt a Resolution of the Board of County Commissioners (BCC), of Palm Beach County, Florida, authorizing the submittal of an application for financial assistance pursuant to the Palm Beach Transportation Planning Agency (TPA) 2020 Local Initiatives Program for a proposed transportation project to acquire four (4) electric buses and four (4) charging stations in addition to agreeing to fund the ongoing maintenance and operations expenses associated with the project.


**Summary:** Palm Tran is submitting a grant application requesting funds needed to acquire four (4) electric buses and four (4) charging stations. If approved, the grant funds will be available in Fiscal Year 2025 for Palm Tran to replace four (4) diesel buses that have reached their useful life with four (4) electric buses and provide the stations to charge the buses. The current cost of an electric bus is \$1,144,929 and the cost of a charging station is \$112,500. Palm Beach County is requesting \$5,000,000 to fund this project. If awarded, there is a 20% match, which will be met with transportation development credits granted by Florida Department of Transportation. **No County funds are required.** Countywide (DR)


**Background and Justification:** Palm Beach County is currently listed in the Environmental Protection Agency (EPA) 2018 National Priority Area List, as an area where the population is exposed to more than 2.0 µg/m3 of diesel particulate matter emissions. This project will help facilitate the reduction of greenhouse gas emissions. The replacement of four (4) diesel buses with electric buses will eliminate 6,760 tons of CO2, 40 tons of nitrogen oxides, and 1,400 pounds of diesel particulate matter which is the equivalent of removing 108 cars off the road. Local Initiative grants, through the TPA, have funding availability of up to \$5 million in federal money to assist public agencies in implementing specific projects.

**Attachment(s):**

1. Resolutions (3)
2. TPA Local Initiative 2020 Grant Application

=====

Recommended By:  3/19/2020  
 Executive Director Date

Approved By:  3/23/2020  
 Assistant County Administrator Date

## II. FISCAL IMPACT ANALYSIS

### A. Five Year Summary of Fiscal Impact:

Fiscal Years	2020	2021	2022	2023	2024
Capital Expenditures	0				
Operating Costs	0				
External Revenues	0				
Program Income(County)					
In-Kind Match(County)					
NET FISCAL IMPACT	0				
#ADDITIONAL FTE POSITIONS (CUMULATIVE	0				

Is Item Included in Current Budget?           Yes           No  
 Does this item include the use of federal funds?   Yes          No

Budget Account No:  
 Fund           Agency           Organization           Object

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

There is no fiscal impact at this time. If awarded, the grant will cover the costs to acquire the buses and charging stations. Cost for operations and maintenance will be included in future Palm Tran operating budgets.

C. Departmental Fiscal Review: Carol Richmond  
 Carol Richmond, Interim Director Administrative Services

### III. REVIEW COMMENTS:

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

<p><u>Raymond Rous</u> 3/12/2020                  OFMB</p>	<p><u>J. J. Jacoby</u> 3/18/2020                  Contract Dev. &amp; Control                  3/17/2020 JW</p>
--	---

#### B. Legal Sufficiency

[Signature] 3/20/20  
 Assistant County Attorney

#### C. Other Department Review

\_\_\_\_\_  
 Department Director

**RESOLUTION NO. R-**

**RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS (BCC), OF PALM BEACH COUNTY, FLORIDA, AUTHORIZING THE SUBMITTAL OF AN APPLICATION FOR FINANCIAL ASSISTANCE PURSUANT TO THE PALM BEACH TRANSPORTATION PLANNING AGENCY (TPA) 2020 LOCAL INITIATIVES PROGRAM FOR A PROPOSED TRANSPORTATION PROJECT TO ACQUIRE FOUR (4) ELECTRIC BUSES AND FOUR (4) CHARGING STATIONS IN ADDITION TO AGREEING TO FUND THE ONGOING MAINTENANCE AND OPERATIONS EXPENSES ASSOCIATED WITH THE PROJECT; ESTABLISHING AN EFFECTIVE DATE.**

**WHEREAS**, the BCC is eligible to apply for funding in an amount not to exceed Five Million Dollars from the TPA 2020 Local Initiatives Program; and

**WHEREAS**, the BCC desires to accomplish a Palm Beach County Electric Bus Transition Initiative (the Project); and

**WHEREAS**, the Project does not involve construction, and no right-of-way is needed to implement the Project; and

**WHEREAS**, if the Project is funded by the TPA, the BCC agrees to appropriate from current or other legally available funds, such funds as may be necessary to manage the implementation of the Project, and to be eligible for reimbursement of costs associated with the Project in an amount not to exceed \$5,000,000; and

**WHEREAS**, after completion of the Project and during its useful life, the BCC agrees to appropriate from current or other legally available funds, such funds as may be necessary for the continued operation and maintenance of the Project.

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF PALM BEACH COUNTY, FLORIDA, THAT :**

1. The foregoing recitals are incorporated herein as true and correct statements of the BCC.
2. The BCC does hereby approve the submission of a Grant Application for \$5,000,000 to the TPA.
3. The Palm Beach County Administrator and the Executive Director of Palm Tran are each authorized to furnish such additional information or documentation that the TPA may require in connection with the Project.

4. The BCC agrees to appropriate from current or other legally available funds, such funds as may be necessary to implement the Project and to support, during its useful life, the continued operation and maintenance of the Project.

5. The Mayor is authorized to sign the Grant Application for the TPA 2020 Local Initiatives Program for the Project.

6. This Resolution shall take effect upon its adoption.

The foregoing resolution was offered by Commissioner \_\_\_\_\_, who moved its adoption. The motion was seconded by Commissioner \_\_\_\_\_, and upon being put to a vote, the vote was as follows:

Commissioner Dave Kerner, Mayor	_____
Commissioner Robert S. Weinroth, Vice Mayor	_____
Commissioner Hal R. Valeche	_____
Commissioner Gregg K. Weiss	_____
Commissioner Mary Lou Berger	_____
Commissioner Melissa McKinlay	_____
Commissioner Mack Bernard	_____

The Mayor thereupon declared this resolution duly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

PALM BEACH COUNTY, FLORIDA  
by its BOARD OF COMMISSIONERS  
Sharon R. Bock, Clerk and Comptroller

By: \_\_\_\_\_  
County Attorney

By: \_\_\_\_\_  
Deputy Clerk



## 2020 APPLICATION FORM Project Funding for Local Initiatives (LI) Construction Projects

Project Title    Palm Beach County Electric Bus Transition Initiative  
 Applicant       Palm Beach County Board of County Commissioners

### WHAT DO YOU WANT TO BUILD?

*In no more than 3 sentences, provide a general description of the project and what it will accomplish.*

Palm Beach County is committed to reduce greenhouse emissions, the County is listed in the Environmental Protection Agency (EPA) 2018 National Priority Area List, as an area where the population is exposed to more than 2.0 µg/m<sup>3</sup> of diesel particulate matter emissions. The County requests funding for the acquisition of four (4) electric buses and charging stations at a cost of \$5,029,716; to be used by Palm Tran in the provision of Fixed Route Public Transportation. The project is eligible as Transit Capital in the Local Initiatives Program. No construction costs are included in this project.

### WHO OWNS THE RIGHT-OF-WAY?

*Check whether the applicant and/or another agency owns the right-of-way where the project will be built. Resolution of support from facility owner clearly indicating that the project may be constructed as proposed is a required attachment (see submittal checklist).*

- Applicant       Other Entities \_\_\_\_\_  
 Requires resolution letter from owner allowing project to be built.

Enter any additional information regarding ownership of right-of-way

### WHO IS DOING WHAT?

*Check the applicable boxes. All projects on state highways must be administered and constructed by FDOT. For projects on local roadways (county or city), the applicant may administer the project or ask FDOT to administer the project on their behalf. Locally administered projects require a Local Agency Program (LAP) agreement to administer Federal Aid projects in accordance with FDOT's Local Agency Program Manual (topic no. 525 010 300).*

	<b>Administered by:</b>	<b>Funded by:</b>
<b>Design (PE)</b>	<input checked="" type="checkbox"/> Applicant or consultant <sup>(1)(2)</sup> <input type="checkbox"/> FDOT (requires prior approval)	<input checked="" type="checkbox"/> Applicant (required if locally administered) <input type="checkbox"/> TPA (if FDOT administered)
<b>Construction (CST)</b>	<input checked="" type="checkbox"/> Applicant or consultant <sup>(1)</sup> <input type="checkbox"/> FDOT (requires prior approval) <input type="checkbox"/> Other: _____	<input type="checkbox"/> Applicant <input checked="" type="checkbox"/> TPA
<b>Const Eng &amp; Inspect (CEI)</b>	<input checked="" type="checkbox"/> Applicant or consultant <sup>(1)(2)</sup> <input type="checkbox"/> FDOT (requires prior approval)	<input type="checkbox"/> Applicant (if locally administered project) <input type="checkbox"/> TPA (if FDOT administered project)

(1) FDOT pre-qualified consultants must be used on all design and CEI work for critical projects (a project is considered critical when it is on the State Highway System (SHS), features a major structure, and/or has a budget greater than \$10 million)  
 (2) Design consultant and CEI consultant shall not be the same.

**APPLICANT CONTACT INFORMATION**

Contact Person Claudia Salazar  
Title DBE/Grants Coordinator  
Email csalazar@pbcgov.org  
Phone Number 561.841.4241  
Address 345 S. Congress Ave. Delray Beach, FL 33445

**PROJECT LOCATION**

Road Name 3201 Electronics Way, West Palm Beach, FL 33407  
Road Number US, SR, CR, etc.

Project Limit Begin 3201 Electronics Way, West Palm Beach, FL 33407  
Project Limit End 3201 Electronics Way, West Palm Beach, FL 33407

**QUALIFYING ACTIVITIES FOR FUNDING**

Check the box that represents the majority of the work the proposed project will address. Eligible activities must be consistent with details described under 23 U.S.C. 133(b).

- Complete Street projects - Including Lane Narrowing, Lane Elimination, Bicycle Facilities, Pedestrian Facilities, Transit Infrastructure, Intelligent Transportation Systems (ITS), Median Modifications, Signing and lighting, Turn Lanes, Traffic Signals, Striping and Marking.
- Transit capital - purchases of vehicles, shelters, park-and-ride facilities. Can also pay up to 50% of a 3-year turn-key contract for new transit service (e.g. trolley service)
- Non-motorized infrastructure - Separated, Buffered and/or designated bike lanes, Sidewalks, Shared-use paths, Street lighting
- Freight efficiency - Airport or seaport off-site capacity improvements, Railway capacity improvements, Truck movement improvements.
- Other eligible activities not specified above

**PROJECT TYPICAL SECTION INFORMATION**

Complete the following information for *existing & proposed* features, dimensions, & right of way lines. The typical section information provides an understanding of the spacing requirement differences between the existing facilities and the proposed facilities.

	EXISTING	PROPOSED
<b>RIGHT-OF-WAY WIDTH</b> Project must fit within current ROW, acquisition is not permitted		
<b>PEDESTRIAN OR MULTIUSE FACILITIES</b>		
Length (miles) for one direction. Do not count both sides of roadway.		
Width on North or West side (feet)*		
Width on South or East side (feet)*		
<b>BICYCLE FACILITIES</b>		
Bike Lane Length (feet) for one direction. Do not count both sides of roadway.		
Width on North or West side (feet)* (not Including Buffer Width)		
Buffer Width on North or West side (feet)*		
Width on South or East side (feet)* (not Including Buffer Width)		
Buffer Width on South or East side (feet)*		
Proposed improvements requires: Pavement widening <input type="checkbox"/> Sharrows <input type="checkbox"/> Restriping <input type="checkbox"/>		
<b>MOTORIZED VEHICLE FACILITIES</b>		
Number of Through Travel Lanes		
Typical Through Lane Width (feet)		
Total Width* (No. Travel Lanes x Lane Width)		
Posted Speed Limit		
Design Speed (if known)		
<b>MEDIAN/SWALE/CURB</b>		
Median/Center Turning Lane Width (feet)*		
Swale Width (feet)*		
Curb Width (feet)*		
<b>*TOTAL WIDTH OF ALL COMPONENTS</b> (Add all rows with red for total width) Must fit within existing right-of-way.	0	0

**RIGHT-OF-WAY OWNERSHIP DOCUMENTATION**

Describe the project's existing right-of-way ownerships. This description shall identify when the right-of-way was acquired and how ownership is documented (i.e. plats, deeds, prescriptions, certified surveys, easements). If right-of-way is an easement, please describe the easement language. Right-of-way ownership verification documents are a required attachment (see submittal checklist on page 9).

Charging stations will be installed with in Palm Tran' s facilities at 3201 Electronics Way, West Palm Beach, FL 33407 and 100 N Congress Ave, Delray Beach, FL 33445. Both properties are owned by Palm Beach County.

**PROJECT SCOPE OF WORK**

Describe how the proposed improvements will affect the following:

**ADA items (crosswalks, sidewalks, ramps, etc.)**

All proposed crosswalks, sidewalks, ramps, etc. comply with ADA standards  YES  NO

Palm Tran will ensure vehicles acquired meet the accessibility requirements and standards for the vehicle type specified in 49 CFR parts 37 and 38, as applicable.

Access Management revisions (median modifications, impacts to driveways, etc.) YES  NO

**Pedestrian and/or Roadway Lighting**

Pedestrian lighting proposed YES  NO

Roadway lighting proposed YES  NO

**Landscape (with Local Funds)**

Median landscape proposed  YES  NO

Other landscape proposed  YES  NO

Irrigation items proposed  YES  NO

**Signalization**

Pedestrian signals proposed  YES  NO

Existing signalization to be replaced  YES  NO

New traffic signalization proposed  YES  NO

**Transit Improvements**

Queue jump possible  YES  NO

Transit provider concurrence provided YES  NO

Upgrade existing bus bay area  YES  NO

**School Zone Modifications**

Existing flashing school zone signal on state road  YES  NO

High emphasis cross walk at unsignalized crossing  YES  NO



**Utility Modifications**

Sub-surface relocation is required  YES  NO

Utility coordination is required  YES  NO

Palm Tran is working on the set-up to accommodate charging stations for the electric vehicles in its facilities; these costs will not be applied to this grant. Palm Tran has approached FPL to better understand the utility requirements necessary to accommodate the charging stations.

**Drainage and/or other Permits**

Existing closed drainage system to remain  YES  NO

Existing open drainage system to remain  YES  NO

**Railroad Crossing Modifications**

Rail crossing within limits  YES  NO

Replace railroad signal equipment and gates  YES  NO

**Bridge Modifications**

Proposed pedestrian bridge  YES  NO

Bridge replacement  YES  NO

Proposed bridge widening  YES  NO

**Other Scope Items**

Procurement of revenue service vehicles will be reviewed in accordance with 49 CFR part 663, Palm Tran will ensure vehicles are tested consistent with 49 CFR 665, meet the requirements of Buy America per 49 CFR 661, and comply with 49 CFR Part 26 DBE for TVM.

**Summarize any special characteristics of the project.**

Public transportation encourages energy conservation, as the average number of passengers on a transit vehicle (19 Riders per Revenue hour) far exceeds that of a private automobile (1.6). Even as a single transit vehicle consumes more energy than a private vehicle, the average amount of energy utilized per passenger is far less. The replacement of four (4) diesel vehicles with electric buses, will eliminate 6,760 tons of CO2, 40 tons of nitrogen oxides, 1,400 pounds of diesel particulate matter and is equivalent to removing 108 cars of the road.

**Identify any upcoming projects or projects currently underway adjacent to the proposed project.**

The expansion of the Palm Tran Delray facility, which includes the wiring for the charging stations.

**Other specific project information that should be considered.**

The primary purpose is to deploy the cleanest U.S.-made transit buses that have been proven in testing and demonstrations but are not yet widely deployed in transit fleets. Palm Tran will replace diesel buses with electric buses, install charging stations, and train mechanics and operators on the new technology.

**PUBLIC INVOLVEMENT AND SUPPORT**

*Describe the public outreach and support for the project (i.e. petitions, written endorsements, resolutions, etc.).*

*Attach documentation.*

Palm Tran conducted social media surveys on the topic of electric vehicles with great response from the public, in 2019 the Board of County Commissioners approved the project, and the ongoing maintenance and operations expenses associated with the project.

*Projects impacting single family residential lots will require additional documentation of public support. Additional documentation must indicate that all property owners directly affected by the improvement were notified, that at least 25 percent of the property owners showed support for the project, and that no more than 10 percent of the property owners showed lack of support.*

**PROJECT MAINTENANCE**

*Document ownership and maintenance responsibilities for the project when complete. Applicant's Resolution of Support and commitment to fund operations and maintenance of the project is a required attachment. See submittal checklist on page 9).*

The Electric Bus Transition Initiative Project will be implemented by Palm Tran's experienced project management team and technical experts in transit operations, with oversight and funding by the Palm Beach County Board of County Commissioners. Palm Tran with a staff of 622 employees provides operations and maintenance services for its fixed route fleet of 139 large, heavy-duty transit buses. Palm Tran is responsible for providing Preventive Maintenance to its fleet including all the activities, supplies, materials, labor, services, and associated costs required to preserve or extend the functionality and serviceability of the assets in a cost effective manner, up to and including the current state of the art for maintaining such asset.

## **COST ESTIMATE**

The total construction amount of Local Initiatives Program funds requested per projects (infrastructure) must be in excess of \$250,000 with a maximum project amount of \$5,000,000.

Local Initiatives Program funds will be used to fund Construction, Construction Engineering and Inspection Activities (CEI) and FDOT in-house support activities. The applicant may also request that Local Initiative Program funds be used for project Design, Environmental Services, and Post Design Services.

Local Funds (LF) will be used for all non-participating items, contingency activities, and any costs in excess of the awarded funding (LI) allocation.

- (a) Provide detailed project cost estimate using one of the following forms. Estimate shall be broken down to eligible and non-eligible project costs. **Estimates are to be prepared and signed by a Professional Engineer from the Local Agency's Engineering office.**
  - a. On-System (on State Highway System) Cost Estimate Sheet
  - b. Off-System (not on State Highway System) Cost Estimate Sheet

Use the following links to access the basis of estimates manual as well as historical information for the project area.

[Basis of Estimates Manual](#)

[Historical Cost Information](#)

**CERTIFICATION OF PROJECT SPONSOR**

I hereby certify that the proposed project herein described is supported by Palm Beach County  
(*municipal, county, state or federal agency, or tribal council*) and that said entity will:

- 1) provide any funding required in addition to the grant amount;
- 2) enter into a LAP and maintenance agreement with the Florida Department of Transportation;
- 3) have complied with the Federal Uniform Relocation Assistance and Acquisition Policies Act for any Right of Way actions intended for this project previously performed within the project limits;
- 4) will comply with NEPA process prior to construction, which may involve coordination with the State Historic and Preservation Office (SHPO); and
- 5) support other actions necessary to fully implement the proposed project.

I further certify that the estimated costs included herein are reasonable, and that increases in these costs could cause significant increase to the local agency required participation. I understand failure to follow through on the project once programmed in the Florida Department of Transportation’s Work Program is not allowed.

\_\_\_\_\_  
Signature

**Dave Kerner**

\_\_\_\_\_  
Name (*please type or print*)

**Mayor**

\_\_\_\_\_  
Title

**4/7/2020**

\_\_\_\_\_  
Date

FOR FDOT USE ONLY		
Application Complete	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Project Eligible	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Implementation Feasible	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Include in Work Program	<input type="checkbox"/> Yes	<input type="checkbox"/> No