

**AGENDA ITEM #9: FY 2012-2015 TIP AMENDMENT: COORDINATED PLAN PROJECTS**

**SUBJECT:**

A request to amend the FY 2012-2015 TIP to allocate FTA Section 5316 and Section 5317 funds.

**BACKGROUND:**

Attached is a request from Hampton Roads Transit (HRT) to amend the HRTPO FY 2012–2015 Transportation Improvement Program (TIP) to incorporate four projects and associated funding from two Federal Transit Administration (FTA) programs. In accordance with federal regulations, projects proposed to receive formula funding from FTA Section 5316 – Job Access and Reverse Commute (JARC) and Section 5317 – New Freedom (NF) programs must be derived from a coordinated public transit-human services transportation plan (Coordinated Plan).

The *Hampton Roads Area Public Transit – Human Services Transportation Coordinated Plan* was published on April 16, 2008. A project selection committee comprised of Coordinated Plan stakeholders met in April 2014 to select projects to be funded with \$355,344 in available Section 5316 and 5317 funds. The project selection committee has recommended the available funds be allocated to four projects as shown in the table below. The attachment includes a brief description of each project selected to receive funds.

	Agency – Project Name	Allocated Amount	FTA Program
1	PORTCO, Inc. – Reverse Commute Service	\$ 185,129	JARC
2	HRT Janaf Shopping Center Transfer	\$ 119,575	NF
3	Senior Services of Southeastern Virginia – ADA Accessible Van	\$ 35,786	NF
4	Norfolk Redevelopment & Housing Authority – New elderly door-to-door program	\$ 14,854	NF

The proposed TIP Amendment has been made available for public review and comment. The public review and comment period began on May 28, 2014 and runs through June 11, 2014.

Attachment 9

**RECOMMENDED ACTION:**

Recommend HRTPO Board approval of the TIP amendment.



May 21, 2014

Mr. Dwight Farmer, Executive Director  
Hampton Roads Transportation Planning Organization  
723 Woodlake Drive  
Chesapeake, Virginia 23320

Subject: JARC/New Freedom Grant Awards Eighth Cycle

Dear Mr. Farmer:

In April 2014, the Transportation District Commission of Hampton Roads (TDCHR) Project Selection Committee (PSC) selected its eighth round of projects for the JARC and New Freedom Grants which includes the transfer of funding remaining on projects completed in prior cycles. The PSC recommended four (4) projects for JARC and New Freedom federal funding. The recommended projects totaled \$355,344. The projects are consistent with the Hampton Roads Area Public Transit Human Services Transportation Coordinated Plan. The funding utilizes \$261,909 in remaining FY 2012 allocations and \$96,435 of transferred FY 2008 and FY 2009 funding. The transferred funding comes from projects completed per written notice from the responsible agency.

The selected projects will be presented to the TDCHR Operations & Oversight (O & O) Committee in June 2014 for approval. Attached please find a copy of the request to the O & O Committee that will be presented for approval. The request delineates the recommended sub-recipients, proposed project types, and project amounts.

As continuing to provide safe, affordable, and coordinated public transportation service to the region is critical, we respectfully request an amendment to the current Transportation Improvement Program (TIP) to include the recommended grant Cycle 8 projects.

Thank you for your consideration of this TIP amendment request.

Sincerely,

A handwritten signature in black ink, appearing to read "Keisha Branch", written in a cursive style.

Keisha Branch  
Capital Programs and Grants Administration Officer

Enclosure

Cc: Joe Paulus, HRTPO  
Julie Timm, Hampton Roads Transit  
Ray Amoruso, Hampton Roads Transit

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**Request for Contracts Award  
JARC & New Freedom Grants Cycle 8 and Transfer Approvals**

Contract No.:	N/A	Title: N/A	JARC/New Freedom Contract Awards	Price N/A	JARC JARC Transfer New Freedom New Freedom Transfer	\$165,618 \$ 19,511 \$ 96,291 \$ 73,924
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**Acquisition Description:** Recommend Commission approval of Program of Projects to be funded by FTA apportionment remaining of FY2012 and transfer funding from FY 2008 and FY 2009 for Section 5316 (Job Access and Reverse Commute/JARC) and Section 5317 (New Freedom) for the Virginia Beach Urbanized Area. All recommended projects are derived from, and consistent with, the Hampton Roads Area Public Transit—Human Services Transportation Coordinated Plan adopted by TDCHR in April 2008, and as required by federal law and circulars. Approval of the selected projects will necessitate a TIP (Transportation Improvement Program) amendment by the Hampton Roads Transportation Planning Organization (HRTPO) allowing the projects to be added to the current TIP.

**Purpose:** According to SAFETEA-LU, projects to be funded using JARC, New Freedom, and/or FTA Section 5310 funds must be “derived from” a locally-developed Coordinated Plan. HRT has been named by the Governor as the Designated Recipient of JARC and New Freedom funds for the Virginia Beach Urbanized Area. Eligible sub-recipients include public agencies, nonprofit organizations, and “operators of public transportation services.” This approval is the eighth in a series of funding cycles that have been considered by the Commission relating to these funds.

**Background:** The Hampton Roads Area Public Transit Human Services Transportation Coordinated Plan, also known as the Coordinated Plan, was developed through an extensive public involvement process that has included partnerships with the Hampton Roads Transportation Planning Organization (HRTPO), Williamsburg Area Transit Authority (WATA), and the Virginia Department of Rail and Public Transportation (DRPT). Approximately 60 other public agencies and private organizations participated as Stakeholders throughout this process.

**Project Selection:** There were six (6) applications requesting the total of \$485,504 in federal funds (\$362,852 JARC; \$122,652 New Freedom). JARC has available \$165,618 available and New Freedom has \$96,291 available in FY 2012 apportioned funds. In addition there are three (3) transfers recommended to utilize funding identified as available from projects that were completed in prior cycles. There is \$19,511 available of FY 2009 JARC from the Hampton/Newport News Community Service Board Bus Stop project, \$59,070 available of FY 2008 New Freedom from the HRT Travel Training Project, and \$14,854 available of FY 2009 New Freedom from the Peninsula Agency on Aging Website Software Upgrade Project.



The Project Selection Committee (PSC) has recommended approval of three (2) JARC and three (3) New Freedom projects for a total of \$355,344 as follows:

**JARC\***

PORTCO, Inc. \$185,129 (FY2012, Transfer of FY 2009)

**New Freedom\***

HRT Janaf Shopping Center Transfer \$119,575 (FY2012, Transfer of FY 2008 and FY 2009)  
Senior Services of Southeastern Virginia \$ 35,786 (FY2012)  
NRHA New Freedom Transportation Program \$ 14,854 (FY 2009 Transfer)

\*A brief description of recommended projects is attached at the end of this memo.

**Cost/Funding:** Each project sponsor must ensure that the required federal match (50% net operating, 20% capital or mobility management) will be available from local or non-DOT federal sources.

**Next Steps:** Following the recommended TDCHR approval, the Hampton Roads TPO is scheduled to release the recommended projects for public comment for proposed amendments to the current TIP.

As the Designated Recipient of these two fund sources, HRT is responsible to ensure that the funds received are used in accordance with applicable FTA guidelines. A “sub-recipient agreement” template has been developed, based on models from DRPT and other agencies, and is being required as a condition of all projects (other than HRT) that are awarded grant funds. In addition, FTA has approved HRT’s “Program Management Plan,” which sets forth a broad range of conditions and procedures for grant administration and compliance.

**Recommendation:** It is respectfully recommended that the O&O Committee recommend that the Commission approve the JARC and New Freedom applications for projects for the purposes and amounts indicated for Cycle 8.



## **Descriptions of Recommended Projects:**

### **Norfolk Redevelopment and Housing Authority (NRHA) –New Freedom Program Transportation program**

The NRHA project is to support expenses associated with the operation of the new elderly door to door transportation program. This program helps the elderly community to age gracefully in place. Access to healthy foods, socializing, and medical care improves the quality of life for the elderly community.

### **PORTCO, Inc. – Reverse Commute Service**

The PORTCO project will support expenses associated with the operation of transporting disabled clients to and from work, home and other work supported activities. PORTCO has successfully implemented a program in its federal, state, and local worksites; providing jobs to its disabled clients. To effectively meet the needs of the clients and the contract, the efficient management of transportation of these clients is a must.

### **Hampton Roads Transit (HRT). –Janaf Shopping Center Transfer Station**

The HRT project is to improve its current bus transfer station at Janaf Shopping Center. The new improvements to the transfer site will create a safe, efficient, welcoming facility. A side walk will be created that links the station and the shops through an existing median. Also, a station will be created on the opposite side for the northbound buses that is safe and accessible. New shelters and benches will be added for the protection and comfort of customers.

### **Senior Services of Southeastern Virginia(SSSVA) – ADA Accessible Van**

The SSSVA project is for the purchase of one body on chassis van. SSSEVA offers fixed and semi-fixed routes, medical transportation, paratransit and on-demand responsive transit. SSSEVA provides an average of 55,000 rides per year to seniors and persons with disabilities in the service area. This project will allow for the expansion of service by providing a replacement vehicle that is more efficient, with less maintenance cost and down time. SSSVA continues to have an unmet demand for services, so having less down time will allow for the improved service availability.