



MEETING AGENDA
MOBILITY COORDINATING COMMITTEE
May 28, 2019 - 9:30 a.m.
PPACG Lower Level MAIN Conference Room

Agenda items marked with ☒ indicate that additional materials were included in packets provided to members.

1. **Call To Order / Establish A Quorum / Introductions** (Six [6] voting members)
2. **Agenda Approval**
3. **Public Comments** Items not on the Agenda
4. **Discussion items**
 - a. Plan a public event for 2019 to showcase MCC/transportation options
 - b. Discuss possibility of moving meeting locations once per quarter (with call in available)
 - c. Mountain Metro Transit - Program Management Plan (PMP) for the Section 5310 Program – Request for Feedback
5. **Provider Presentations**
 - a. Fountain Valley Senior Center – Jolene Hausman
 - b. Calendar of Organizations to present to MCC
6. **Training/Information Sharing/Coordination Opportunities**
7. **Items for Future MCC Meetings**
8. **Adjournment**

The Meeting Room is accessible to persons with disabilities. In compliance with the Americans with Disabilities Act (ADA), those requiring special assistance, such as large-type face print, sign language or other reasonable accommodations, may request those through the administrative offices at: 15 S 7th St, Colorado Springs, CO 80905 (719) 471-7080, at least twenty-four hours before the meeting. Si necesita ayuda con traducción, llame por favor al 719-471-7080 x126 y comuníquese con Brian Potts.



**Meeting Minutes of the
MOBILITY COORDINATING COMMITTEE
April 23, 2019 - 9:30 a.m.
PPACG Lower Level Conference Room**

Agenda items marked with ☒ indicate that additional materials were included in packets provided to members.

1. **Call To Order / Establish A Quorum / Introductions** (Six [6] voting members)

2nd Vice Chair Jolene Hausman called the meeting to order at 9:31 A.M. and established a quorum. Introductions were made.

2. **Agenda Approval**

Ms. Sharon Brown moved to approve the agenda, seconded by Mr. Dick Hyde. The motion carried unanimously.

3. **Public Comments**

There were none.

4. **Discussion Items**

A. Bylaws Revisions

Ms. Jolene Hausman shared that the subcommittee recently met to review the bylaws of the MCC; the suggestions for revision were presented.

Mr. Dick Hyde moved to recommend approval to the bylaws revisions, seconded by Ms. Sharon Brown. The motion carried unanimously.

5. **Provider Presentations**

A. Establish a calendar of organizations to present to MCC

A calendar was circulated for member entities to select dates to present to the MCC about their organization's services and events. The calendar will be sent out to the MCC for others to have the option to participate.

6. **Training/Information Sharing/Coordination Opportunities**

Ted Schweitzer – training opportunities – CASTA conference is May 21-24, 2019

Karen Teel – Drive Smart – Tuesday, July 9th, CarFit training to help individuals safely fit and function in their vehicles.

Ms. Teel also provided information for cars and vehicles train track safety.

Ms. Melissa Marts – PPACG – provided information about the Yellow Book launch at PPACG on May 1st at 4 PM.

Mr. Brian Champion – MMT – provided a newsletter highlighting information and updates.

7. Items for Next MCC Meeting

a. Plan a public event for 2019 to showcase MCC/transportation options

This was an information/discussion item.

b. Discuss possibility of moving meeting locations once per quarter (with call in available)

This was an information/discussion item.

A suggestion was made to discuss the need for a specialized transportation and coordination of services contact person or role, such as the position the PPACG had in the past.

8. Adjournment – Ms. Hausman adjourned the meeting at 10:03 a.m.

MOBILITY COORDINATING COMMITTEE

Present	Name	Entity/Representing
X	Joe Urban	PPACG (non-voting)
X	Joe Vaccaro	Citizen-At-Large
	Rosa McCormick (Alternate)	City of Fountain
X	Sharon Brown	City of Fountain
X	Dick Hyde (1 st Vice Chair)	Community Intersections Colorado Springs
	Markie Miller	Community Intersections Colorado Springs
	Maile Gray (Chair)	Drive Smart
X	Karen Teel	Drive Smart
	open	El Paso County
X	Jolene Hausman	El Paso Fountain Valley Senior Citizen Program
	Gregory VanNingen (Alternate)	El Paso Fountain Valley Senior Citizen Program
X	Wakisha Greene (Alternate)	Envida
	Craig Pruett	Envida
	Donald Watts	Falcon Senior Services
	Beverly Ordon (Alternate)	Falcon Senior Services
X	Terri Cassidy	Fitness to Drive
X	Andrew Smith (Alternate)	Goodwill Industries
	Luci Cruz-Laporte	Goodwill Industries
	Jodi Liparulo	Mountain Community Transportation for Seniors
	Cindy Rush (Alternate)	Mountain Community Transportation for Seniors
X	Brian Champion	Mountain Metro Transit (non-voting)
X	Jacob Matsen (Alternate)	Mountain Metro Transit (non-voting)
X	Victoria Salser	Silver Key Senior Services
	Tom Shipp (Alternate)	Silver Key Senior Services
	Linda Ellegard	Special Kids Special Families
X	David Prudhomme	Special Kids Special Families

X	Jeremy Trujillo	Special Kids Special Families
	open	Teller County
X	Dianna Van Auken	Teller Senior Coalition
	Kathy Lowry (Alternate?)	Teller Senior Coalition
X	Courtney Stone (Alternate)	The Independence Center
	Matthew Morris (on Leave)	The Independence Center
X	Ted Schweitzer	Cripple Creek



MEMO

Date: May 20 2019

To: Jessica Bechtel
PPACG/ Office Administrator

From: Brian Champion
Transit Mobility Coordinator

Subject: Program Management Plan (PMP) for the Section 5310 Program – Request for Feedback from the Mobility Coordinating Committee at the May 28, 2019 Meeting

Under federal law, the Governor of each state designates which agency is responsible for the administration of federal programs. In Colorado, the governor has designated the City of Colorado Springs, Mountain Metropolitan Transit (MMT) as the recipient of Federal Transit Administration (FTA) Section 5310 funds for the Colorado Springs Urbanized Area. The goal of the 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program is to improve mobility for seniors and individuals with disabilities by removing barriers to transportation services and expanding transportation mobility options.

As the designated recipient, MMT is responsible for the administration, management, and programming of funds within the guidelines as defined by the FTA. To further this objective, the FTA requires that each recipient produce a program management plan documenting its policies and procedures used in administering the program. As such, MMT developed and maintains a 5310 Program Management Plan (PMP). The PMP is a living document and is reviewed as necessary to incorporate any expansions and/or enhancements of the 5310 program, as well as any revisions to the program's management, requirements, or guidelines.

The Mobility Coordinating Committee (MCC) is a committee created by the Pikes Peak Area Council of Governments (Metropolitan Planning Organization) and comprised of local municipalities, human service agencies, and other transit providers both inside the Colorado Springs UZA and surrounding area. MMT is requesting feedback on the PMP from MCC committee members at the Tuesday, May 28, 2019, meeting. If you cannot attend the meeting or have additional comments please submit these in written form by Tuesday, June 4, 2019 at www.transitinfo@springsgov.com.



Program Management Plan (PMP)

**Section 5310 Program -
Enhanced Mobility of Seniors and Individuals with Disabilities**



Revised February 27, 2019

Introduction

The City of Colorado Springs (City) oversees the operation of public transportation programs in the Pikes Peak region, known as Mountain Metropolitan Transit. Services include;

- Mountain Metro – all fixed-route bus services
- Mountain Metro Mobility – Americans with Disabilities Act (ADA) paratransit services for individuals unable to use Mountain Metro fixed-route service
- One Ride Specialized Transportation and Consolidated Call Center – transportation for seniors (aged sixty and above) and individuals with disabilities that is above and beyond ADA paratransit service
- Mountain Metro Rides – carpool, commuter vanpool, and school pool

These services are funded by rider fares, the City of Colorado Springs, Pikes Peak Rural Transportation Authority (PPRTA), Colorado Department of Transportation (CDOT) Funding Advancement for Surface Transportation and Economic Recovery (FASTER) and the Federal Transit Administration (FTA).

The City is the designated recipient for FTA Section 5310, Enhanced Mobility of Seniors and Individuals with Disabilities, for the Colorado Springs Urbanized Area. As the designated recipient of 5310 funds, Mountain Metropolitan Transit (MMT) is responsible for the administration, management and programming of funds within the guidelines as defined by the FTA. Through mobility management, community coordination, and enhanced technology MMT is looking to address the diverse mobility challenges faced by older adults and people with disabilities by advocating for a more efficient, effective and economic solution.

This PMP is a living document. It will be updated as necessary to incorporate any expansions and/or enhancements of the 5310 program, as well as any revisions to the programs' management, requirements or guidelines.

49 USC §5310 Statutory Authority

Title 49 USC §5310 authorizes the formula assistance program for the Enhanced Mobility of Seniors and Individuals with Disabilities Program. FTA refers to this formula as “the Section 5310 program.” FTA, on behalf of the Secretary of Transportation, apportions the funds appropriated annually to the States and designated recipients based on an administrative formula that considers the ratio of the number of seniors and individuals with disabilities in the Colorado Springs urbanized area compared to the number of seniors and individuals with disabilities in all large urbanized areas. These funds are subject to annual appropriations.

Title 49 U.S.C. 5310(b)(1) authorizes funding for:

- A. Public transportation projects planned, designed and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable

- B. Public transportation projects that exceed the requirements of the Americans with Disabilities Act of 1990 (42 U.S.C. 12101 es seq.);
- C. Public transportation projects that improve access to fixed route service and decrease reliance on individuals with disabilities on complementary paratransit; and
- D. Alternatives to public transportation that assist seniors and individuals with disabilities with transportation

Title 49 U.S.C. 5310(b)(2) provides that the amount available for capital projects under (1)(A) shall be not less than 55 percent of the funds apportioned to the recipient.

Title 49 U.S.C. 5310(b)(2)(B) provides that a recipient of a grant under paragraph (1)(A) may allocate the funds apportioned to it to:

- i. A private non-profit organization(s); or
- ii. State or local government authority that:
 - 1) Is approved by a State to coordinate services for seniors and individuals with disabilities; or
 - 2) Certifies that there are no private non-profit organizations readily available in the area to provide the services described in paragraph (1)(A).

Eligible sub-recipients for other eligible Section 5310 activities include a State or local governmental authority, a private non-profit organization, or an operator of public transportation that receives a Section 5310 grant indirectly through a recipient.

Further, Title 49 U.S.C. 5310 (c)(1) authorizes the Secretary to apportion amounts made available in a fiscal year to carry out this section as follows:

- §5310(c)(1)(A) – Large Urbanized Areas – Sixty percent of the funds shall be apportioned among designated recipients for urbanized areas with population of 200,000 or more individuals as determined by the Bureau of the Census in the ratio that the number of senior and individuals with disabilities in each such urbanized area bears the number of seniors and individuals with disabilities bears to all such urbanized areas.
- §5310(c)(1)(B) – Small Urbanized Areas – Twenty percent of the funds shall be apportioned among the States in the ratio that the number of seniors and individuals with disabilities in urbanized areas with a population of fewer than 200,000 individuals, as determined by the Bureau of the Census, in each State bears to the number of seniors and individuals with disabilities bears to all such urbanized areas of fewer than 200,000 individuals as determined by the Bureau of the Census, in all States.
- §5310(c)(1)(C) – Rural Areas – Twenty percent of the funds shall be apportioned among the States in the ratio that the number of seniors and individuals with disabilities in rural areas in each State bears to the number of seniors and individuals with disabilities in rural areas in all States.

Title 49 U.S.C §5310(e)(2)(B) describes allocation to sub-recipients. If a recipient allocated funds to sub-recipients, the recipient shall certify that the funds are allocated on a fair and equitable basis.

The Federal Transit Administration (FTA), who holds the responsibility for national implementation of Title 49 U.S.C. §5310, has provided further program guidance in *FTA Circular C 9070.1.G*. Guidance in the circular elaborates upon the intent of the program, interprets provisions, and establishes additional requirements for designated recipients, direct recipients, and sub-recipients of Enhanced Mobility of Seniors and Individuals with Disabilities Program funding. The development of this program management plan is included among these additional requirements. Therefore, the contents of this plan must comply with *FTA Circular 9070.1.G*, and satisfy the FTA requirements for its development. Further references in this program management plan to Title 49 U.S.C. §5310 shall be the “5310 program.”

Program Management Plan

The purpose of the Program Management Plan (PMP), according to Federal Transit Administration (FTA) Circular 9070.1.G, is to document policies and procedures for administering the 5310 program. Mountain Metropolitan Transit (MMT) is the designated recipient for 5310 program funding in the Colorado Springs Urbanized Area (UZA), thus is responsible for the development of this plan. MMT coordinates with providers in the UZA to ensure a coordinated, effective provision of services that meets federal requirements. MMT maintains a current Program Management Plan for the 5310 Program. The plan is filed with FTA and all updates are submitted to the FTA. The plan will be reviewed as necessary to incorporate any expansions and/or enhancements of the 5310 program, as well as any revisions to the programs’ management, requirements or guidelines.

§5310 Program Goals and Objectives

FTA has defined the goal of the Enhanced Mobility of Seniors and Individuals with Disabilities Program in *FTA Circular C 9070.1.G*; “to improve mobility for seniors and individuals with disabilities throughout the country by removing barriers to transportation services and expanding the transportation mobility options available.” Toward this goal FTA provides financial assistance for transportation services planned, designed, and carried out to meet the special transportation needs of seniors and individuals with disabilities in all areas – large urbanized, small urbanized, and rural.

Elderly individuals, or seniors, includes, at a minimum, all persons 60 years of age or older. An individual with a disability refers to an individual who, because of illness, injury, age, congenital malfunction, or other incapacity or temporary or permanent disability (including an individual who is a wheelchair user or has semi-ambulatory capability), cannot use effectively - without special facilities, planning, or design- public transportation service or a public transportation facility. The program requires coordination with other federally-assigned programs and services in order to make the most efficient use of federal resources.

MMT’s mission is to meet the public transportation needs of the Pikes Peak region by providing the highest quality public transportation services possible. These services shall be provided in a

safe, reliable, comprehensive, cost-effective, and customer-oriented manner in an effort to meet the personal mobility needs of transit riders and improve the quality of life for the residents of the Colorado Springs area. MMT's ultimate goal is to reduce congestion and dependency on personal automobiles, and increase the mobility and travel options for those with special transportation needs.

Objectives

Mountain Metropolitan Transit (MMT) is committed to:

- *Enhance services* - improve the availability and efficiency of existing service through new technologies and innovative programs.
- *Provide information and outreach* – increase the availability and ease of access to transportation options within the region.
- *Improve coordination* – Reduce inefficiencies and service overlaps among the region's providers through innovative solutions, new technologies and coordinated services.

MMT is looking to address the diverse mobility challenges faced by older adults and people with disabilities by supporting a more efficient, effective and economic solution.

Long Term Goal: MPO, Public and Private Participation

MMT employed a local and regional collaborative planning process, supported by public participation, to develop its 2040 Regional Transportation Plan (Coordination Plan), which was adopted by the areas Metropolitan Planning Organization (MPO), Pikes Peak Area Council of Governments (PPACG), board of directors in November 2015. The Regional Transportation Plan for 2040 addresses a multitude of issues which were identified through general public and private sector focus groups and surveys. The City and the PPACG actively solicit participation of both the public and private sector firms in the transportation planning process and invite them to participate as programs are developed. Representatives from the private sector were specifically included in the development of the Coordination Plan and their input was incorporated into the final plan.

In relation to 5310, the Coordination Plan was developed jointly with the 2040 Regional Transit Plan to serve as a basis for future planning and grant planning, grant approvals and provide a coordination framework for specific short, medium and long-term initiatives that are aligned with state and federal plans. Each of these plans involved a public process to develop a strategy by which the transportation network in the Pikes Peak Region could be further strengthened and developed. The public process involved acquiring input from residents, specialized transportation users, the business community, major employers, transit users, potential users, and many more. Overall objectives of the plan include creating stakeholder buy in through focus groups and community involvement, improving access to jobs and schools, etc., to those

without other transportation options, and promoting environmental stewardship, economic vitality and coordination of services.

Development of the 2045 Regional Transit Plan will commence in 2019, with expected adoption in late 2019.

Roles and Responsibilities

Under federal law, the Governor of each state designates which agency is responsible for the administration of federal programs. In Colorado, the governor has designated the City of Colorado Springs, Mountain Metropolitan Transit as the designated recipient of 5310 funds for the Colorado Springs UZA. FTA requires that each recipient produce a program management plan documenting its policies and procedures used in administering the specific programs. Additionally, the City of Colorado Springs derives all projects selected for 5310 funding from a locally developed coordinated planning process.

Federal Transit Administration (FTA)

The FTA provides overall policy and program guidelines. The FTA is responsible for apportioning funds annually to the Colorado Springs Urbanized Area; developing and implementing financial management procedures; initiating and managing program support activities; and conducting national program review and evaluation. The FTA Regional Offices have day-to-day responsibility for administration of the programs.

Mountain Metropolitan Transit

MMT fulfills a program management role as it pertains to the overall Section 5310 funding. MMT's responsibilities include developing and updating the Program Management Plan (PMP) and the Program of Projects (POP) for the Colorado Springs UZA. In partnership with Pikes Peak Area Council of Governments, MMT will certify that all projects are derived from a locally developed, coordinated Specialized Transportation Plan, developed through a public process consisting of representatives of public, private and non-profit transportation and human service providers. MMT is responsible for allocating the Section 5310 funding, developing project selection criteria, determining project/applicant eligibility and filing the annual certifications with the FTA. MMT is responsible for the Mobility Manager overseeing the locally coordinated one call-one click call center and the contracted providers.

Pikes Peak Area Council of Governments

Pikes Peak Area Council of Governments (PPACG) is the Metropolitan Planning Organization (MPO) for the Colorado Springs UZA. While the PPACG consists of sixteen (16) member governments with elected official representation at the Board level, the MPO area is composed of nine (9) member governments: Colorado Springs, El Paso County, Manitou Springs, Monument, Palmer Lake, Fountain, Green Mountain Falls, Woodland Park, and Teller County. All requests for FTA funding from organizations serving the UZA must be approved by the PPACG board for inclusion in the Transportation Improvement Program (TIP).

PPACG is also responsible for developing and maintaining specialized transit plans that identify the overall public and specialized transit needs in the region and the level of service required to meet these needs. The plans that are prepared and updated on a regular basis include the Specialized Transportation Plan (Coordination Plan), first adopted as the Human Services Transportation Coordination Study in 2006, and the Regional Transportation Plan (RTP), addressing all modes of travel.

Mobility Coordinating Committee

The Mobility Coordinating Committee (MCC) is a committee created by PPACG and is comprised of local municipalities, human service agencies and other transit providers both inside the Colorado Springs UZA and outside of the Metro Mobility Service area. These neighboring jurisdictions include small urban areas, such as the City of Fountain, as well as neighboring counties, several of the agencies that participate in the MCC offer services in the rural areas of El Paso. This includes representation from both senior and disability organizations. Green Mountain Falls, a town in both El Paso and Teller County, is the recommended transfer location for agencies transporting riders between the two counties. MCC provides advice on current and emerging issues, shared goals, and plans relative to the coordination of public, human service, and job access transportation services in the Pikes Peak Region.

Coordination

Coordination Plan

PPACG completed the Human Services Transportation Coordination Study in 2006, and was recently updated in 2015, to the Specialized Transportation Plan (Coordination Plan) to address the federal requirements for coordinating service delivery and reducing duplication of services among transit and specialized human service transportation providers. The Coordination Plan presents specific actions to improve specialized mobility options, coordination, cost control, and the overall effectiveness of the regional services oriented to help persons with disabilities and seniors. The document details a strategic five-year plan for coordinating services that meets federal requirements for the region and originated through focus groups and surveys to identify what people saw as the most important challenges in transit now and what should be addressed.

State and Regional Level Coordination

The Colorado Department of Transportation (CDOT) created a 2040 Statewide Transportation Plan in 2015 that outlines what the state's transportation options will look like over the next 10 and 25 years. One of CDOT's top four goals includes mobility. The integrated plan outlines four goals for our multi-modal transportation system – Safety, Mobility, Economic Vitality, and Maintaining the System. While MMT is dedicated to supporting and upholding each of the statewide goals, it looks to improve the second goal, mobility, through 5310. In relation to

mobility, CDOT's plan states that, to enhance mobility, "we are going to improve operational efficiencies regionally and at a corridor level; future projects will look at opportunities to provide more mobility choice and connections." MMT's own goals of improving connectivity within the Pikes Peak region are in line with the state's goals. Additionally, there is coordination between CDOT and MMT in their efforts to implement new projects.

MMT is addressing the challenge of traveling across the Pikes Peak region through the development of, and sustaining, a one-call/one-click clearing house of transportation information and services through One Ride. 5310 funds have been invested in the creation of One Ride as a one-call/one-click clearing house explicitly to implement a key recommendation of the 2015 Coordinated Specialized Transportation Plan, and previous years' plans. To further coordination efforts, MMT regularly meets with local providers to discuss the call center's progress. These monthly meetings cultivate a healthy dialogue about service inefficiencies, new technologies and service models to increase the availability of mobility options available through the call center. MMT is cultivating relationships with regional transportation amenities including, buses, taxis, shuttles, vans, and car sharing entities to participate in the program. The online informational webpage will help connect urban and rural communities across the region while providing reliable and supportive transportation services.

- *Enhance services* - improve the availability and efficiency of existing service through new technologies and innovative programs.
- *Provide information and outreach* – increase the availability and ease of access to transportation options within the region.
- *Improve coordination* – Reduce inefficiencies and service overlaps among the region's providers through innovative solutions, new technologies and coordinated services.

Transfer of Funds

Mountain Metro transit has made no provisions to transfer 5310 funds.

Eligible Sub-Recipients

Mountain Metropolitan Transit is the designated recipient for FTA 5310 funds for the Colorado Springs UZA. The 5310 program permits recipients to carry out a competitive process to select sub-recipients, but does not require it. MMT will only issue a competitive solicitation if during the coordinated planning process MMT identifies and recommends projects for implementation in which MMT is unable or unwilling to provide the service directly or by contract. In addition, agencies other than MMT will benefit from FTA transit assistance funding by contracting to purchase service from MMT, or by providing service under the auspices of MMT. Any such sub-contracts must provide for a coordination of the transit services with other transit services within the Colorado Springs area or by other sub-contractors.

The following types of agencies are eligible to receive 5310 funding:

- Local government agencies
- Public and private transportation providers
- Social service agencies
- Not for profit agencies

In addition to being classified as one of the listed types of agencies, only sponsors whose projects serve the area for which the funds were apportioned are eligible to receive funding.

Funding Eligibility

Section 5310 funds are available for capital and operating expenses to support the provision of transportation services that meet the specific needs of seniors and individuals with disabilities. The FTA also encourages projects that are open to the public as a means of avoiding unnecessary segregation of services. (9070.IG Page III-9)

Capital

55 percent of funds shall be available for capital projects planned, designed, and carried out to meet the needs of seniors and people with disabilities. 55 percent is a floor, not a ceiling; more than 55 percent of apportionments can be used for these types of projects.

Eligible projects for the required 55 percent of capital projects include the capital cost of contracting for the provision of transit services for seniors and individuals with disabilities and other specialized shared-ride transportation services. The purchase of rolling stock or the acquisition of ADA complementary paratransit service are eligible capital expenses that may also qualify under the 5310 program as public transportation capital projects planned, designed and carried out to meet the specific needs of seniors and individuals with disabilities when fixed-route public transportation is insufficient, unavailable or inappropriate. Additionally, support for mobility management and coordination programs among public transportation providers and other human service agencies providing transportation is an eligible capital cost. Mobility management is meant to build cooperation among existing public and service transportation providers with the intention of expanding the availability of service. Activities may include the development and operation of one-stop transportation traveler call centers that coordinate transportation information and manage arrangements for customers among supporting programs or the support for short-term management activities to plan and implement coordinated services.

Operating

Up to 45 percent of 5310 funds may be used for operating expenses that provide transportation services that exceed the requirements of the ADA or improve access to fixed route services, and decrease reliance by individuals with disabilities on ADA complementary paratransit service.

Local Funding (Match) Requirements

A local match is required for 5310 Program funds. 5310 Program funds may be used to support up to 80 percent of the net cost of capital projects and up to 50 percent of the net operating costs.

The local share may be provided from an undistributed cash surplus, a replacement or depreciation cash fund, reserve, and a service agreement with a state or local service agency, private social service organization or new capital. Some examples of these sources of local match included:

- State or local appropriations
- Dedicated tax revenues
- Private donations
- Revenue from service contracts
- Net income generated from advertising
- Donations
- Volunteered services

MMT intends to use funding from the Pikes Peak Rural Transportation Authority (PPRTA), a local sales and use tax, for the local match.

Project Selection Criteria and Method of Distributing Funds

Projects funded through the 5310 Program are derived from the coordinated human services transportation plan (CTP) and meet the intent of the program. The intention of future Section 5310 funding cycles will be utilized for the activities related to the administration of the call center to include, but are not limited to:

- Procurement of a contractor to operate the call center
- Supporting the mobility management position
- Improving technology to better share information and rides
- Contracting with transit and/or human service providers to deliver rides
- Ensuring the increased access to services that meet the specific needs of seniors and individuals with disabilities in a more efficient and economical manner.

To ensure the capital needs of the region are being met, on an annual basis, MMT will participate in a regional coordination meeting to facilitate the analysis of rolling stock among eligible sub-recipients. The goal of this regional coordination meeting is to determine and prioritize the region's need for vehicle replacement and/or expansion. If a need is identified and cannot be fulfilled through other available funding sources, MMT will determine if the

allocation of 5310 funds among eligible projects through a fair and equitable process is warranted.

The Competitive Selection Process

MMT will follow the City of Colorado Springs Procurement Rules and Regulations. A current version can be found on the City of Colorado Springs website.

Project Selection Criteria

MMT is responsible for the selection of projects; and could, but is not required to, include a competitive selection process.

If MMT elects to conduct a competitive selection for projects the criteria used to evaluate submitted 5310 program applications will be divided into two categories: *Category One: Threshold Criteria*, which are the minimum qualifications all applicants must meet to be considered for funding, and *Category Two: Evaluation Criteria*, which are used to rank applications that have met category one and to prioritize funding requests.

Category 1: Threshold Criteria

- Application is submitted *on time* and *complete*, to include all required documentation;
- Applicant organization is an *eligible agency type* to apply for the grant funds;
- Applicant demonstrates the *managerial and fiscal capability* to manage public funds;
- The project applied for is considered an *eligible activity* under FTA program guidelines; and
- The primary focus of the proposed project *serves the target population* (e.g.: elderly persons and/or persons with disabilities).

Under managerial and fiscal capacity, qualified applicants must be able to demonstrate:

- Program transportation experience;
- Designated budget and staff to fund and manage the proposed project;
- Availability of (and/or process to obtain) local matching funds; and
- Adequacy of programs to manage risk and provide safe delivery of services.

Category 2: Evaluation Criteria

- Project meets identified needs of elderly individuals and/or individuals with disabilities:
Includes the number of people served, the number of trips provided, the number of days of a week service is provided, and the times during which service is available.
- Project is operationally feasible:
Includes the operational plan, the applicant's administrative and reporting capabilities, fleet and fleet maintenance capabilities, and staffing and training capabilities.
- Project is financially feasible:

Includes the applicant's ability to meet match requirements, cash flow requirements, and grant management experience.

- Project is part of a larger transportation coordination effort:
This includes the applicant's and project's level of coordination and planning with other transportation providers to advance area human service goals; the project is consistent with local human services plan; the project coordinates with other groups or businesses in the community.
- Project is sustainable:
Includes the potential for long range funding and how feedback will be obtained and used to make service adjustments during the project, if needed.

Annual Program of Projects (POP) Development and Approval Process

Program of Projects

The program of projects (POP) identifies the subrecipients and projects for which the recipient is applying for financial assistance through Section 5310. The Section 5310 annual POP the recipient submits to FTA for approval must indicate the total number of subrecipients; identify each subrecipient and indicate whether they are governmental authorities or private nonprofit agencies; and identify any that are Indian tribal governments or tribal transit agencies.

The 5310 program of projects process if using a competitive solicitation:

- Solicitation - MMT will announce a Call for Projects. The Call for Projects will be made available on the City's website.
- Proposals Due – applicants will have at least 30 calendar days to prepare and submit their proposals.
- Evaluation of Applications (four weeks to 2 months after proposals are due) – MMT may contact applicants to inquire about the contents of the proposal and may request additional information or clarification. The applicant may also be required to provide an oral presentation of its proposal to the evaluation team.
- Award Notification (one month after Evaluation of Applications) – MMT will notify all applicants of the results via one or more of the following methods: email, U.S. Mail, website posting, newspaper ad, and/or facsimile.

MMT will submit a POP to the FTA regional office. MMT will then submit POP quarterly reports to the FTA for the duration of the funded projects including closeout budget reconciliation, final milestone progress report, and federal financial report. The report will include an updated POP for each approved grant, which contains active projects. The updated POP will reflect project descriptions, changes in projects from one category to another, and adjustments if applicable. If revisions to the POP results in changes to the line item budget for the grant, those changes will be submitted as budget revisions. Significant civil rights compliance issues occurring during the

year (Title VI, Equal Employment Opportunity (EEO), or Disadvantaged Business Enterprise (DBE) Programs complaints against MMT or sub-recipients) will be addressed in the annual status report. Also, designated recipients may report notable accomplishments or problem involving sub-recipients.

The POP must include;

- Brief description of each project
- What counties are served
- Federal share for each project
- Total cost for each project
- Whether the project is capital or operating
- Clearly identify which project(s) meet the 55 percent minimum for traditional section 5310 projects
- The name, amount of award, location of the entity receiving the award, and the primary location under the award must all be included for each sub-recipient

Categories of Approval

To expedite grant award, MMT will separate projects and funds included in its POP into two different categories provided by the FTA, depending on whether all federal requirements have been met.

Category A. Projects in Category A include those projects that the recipient has certified as having met all the federal statutory and administrative requirements for approval applicable to both the project activities and subrecipients that will carry out those activities. FTA's approval of Category A projects is unconditional upon grant award. When FTA executes the grant, the recipient may start drawing down funds to implement projects in Category A. FTA expects most, if not all, of the projects included in the recipient's POP to be in this category.

Category B. Projects in Category B are those projects the recipient anticipates approving during the current year, but which have not met all of the federal statutory or administrative requirements or are proposed to be implemented by a subrecipient that has not yet met all applicable federal requirements. For example, a major capital project other than vehicle purchase in Category B may be a project that has not yet completed the National Environmental Policy Act (NEPA) process or other federal environmental requirements.

Administration, Planning, and Technical Assistance

The Enhanced Mobility of Seniors and Individuals with Disabilities program allows the designated recipient to utilize up to 10% of the funds for administration, planning and technical assistance. These funds are available on a 100% federal funding basis. The City intends to utilize the allowable percentage of the annual formula allocation of funds to pay for the administrative cost of the programs, as allowed by the FTA.

Program Measures

MMT is required to prepare a variety of reports on a quarterly or annual basis. Quarterly reporting may include a project narrative, detail of operating expenditures, expenditures by service type, statistical summary by service type, Disadvantaged Business Enterprise, complaints, and/or capital expenditures. Annually grantees are also required to submit updated asset inventories.

As is required by the FTA, MMT compiles information from grantees and submits reports, among others, annual program project status reports, quarterly milestone activity reports, program measure reports and DBE reports.

Additionally, the following indicators are targeted to capture overreaching program information as part of the annual report that MMT will submit to FTA. MMT will submit both quantitative and qualitative information as available on each of the following measures, if applicable:

Traditional Section 5310 Projects

1. Gaps in Service Filled. Provision of transportation options that would not otherwise be available for seniors and persons with disabilities measured in the number of seniors and people with disabilities afforded mobility who otherwise would not have been without 5310 Program support.
2. Ridership. Actual or estimated number of rides (as measured by one-way trips) provided annually for persons with disabilities and seniors – supported vehicles and services as a result of traditional 5310 Program projects implemented in the current reporting year.
3. Additions or changes to environmental structure (e.g., transportation facilities, sidewalks, etc.), technology and vehicles that impact the availability of transportation services as a result of the 5310 projects implemented in the current reporting year.

Other Section 5310 Projects

1. Increases or enhancements related to geographic coverage, service quality, and/or service times that impact availability of transportation services for seniors and individuals with disabilities as a result of other 5310 Program projects implemented in the current reporting year.
2. Additions or changes to physical infrastructure (e.g., transportation facilities, sidewalks, etc.), technology, and vehicles that impact availability of transportation services for seniors and individuals with disabilities as a result of other 5310 Program projects implemented in the current reporting year.
3. Actual or estimated number of rides (as measured by one-way trips) provided for seniors and individuals with disabilities as a result of other 5310 Program projects implemented in the current reporting year.

Designated Recipient Program Management

MMT is the direct recipient of FTA funds and maintains the current Program Management Plan covering the FTA 5310 program. The plan will be reviewed annually and any updates to the plan or application package will be made as appropriate. As the direct recipient, MMT is considered the primary grantee and complies with the Federal Office of Management and Budget (OMB) regulations for the management and oversight of federal grants.

Reporting and Performance Measures

Performance measures are a primary way in which MMT evaluates projects for efficiencies. All projects are required to meet certain performance measures. If a contractor does not meet the agreed upon performance measures, this may be grounds for termination of the funds. Performance measures may include:

- Reports that are submitted to the National Transit Database (NTD). These include, when appropriate, Form S-10 Monthly Activity NTD Report, Form F-30 Monthly Financial NTD Report, Form S-40 Monthly Accident NTD Report, and Form A-30 Yearly Vehicle Inventory Mileage NTD Report,
- Productivity in service. This may include, but is not limited to: unduplicated trip data, revenue hours in operation, average rides per hours, revenue vehicle miles, etc.
- Cost effectiveness of the services that are provided. This may include, but is not limited to: monthly costs of operation, passengers per revenue hour, optimizing trips taken based on cost, etc.
- Required service standards or quality of service. This may include, but is not limited to: on-time performance standards, the number of subscribed trips in comparison with the number of demand trips, vehicle breakdowns, number of complaints, etc.

Procurement

MMT's role is to ensure purchases are made competitively and in compliance with all applicable federal procurement guidelines.

MMT complies with the procurement requirements located in 2 CFR 200 and FTA Circular 4220.1 – Third Party Contracting Guidance.

Financial Management and Project Monitoring

The designated recipient, the City of Colorado Springs, maintains financial management systems for financial reporting, accounting records, internal controls and budget controls.

MMT will develop and execute contracts to sub-recipients of Section 5310 funds. All projects related to capital and operating assistance expenditures are incurred locally and reported to

MMT after the grant agreements have been executed. The City executes the agreements after the FTA funds are secured. All grant agreements for capital projects detail the equipment approved for purchase and its intended use.

Agreements for operational assistance outline the type of service provided by the sub-recipients, the time period covered and the service area. MMT reimburses the sub-recipients with the federal funds based on the proportions identified in the contract. Sub-recipients are responsible for keeping all original receipts for eligible capital and operating project expenditures. Copies of vendor invoices for capital purchases must be attached to the reimbursement request form or invoice.

Sub-recipients receiving operational assistance are not required to submit copies of vendor invoices; however, they must retain copies in the respective offices for verification expenses during site visits. MMT does accept “in-kind” contributions for capital and operating projects as allowed by the FTA and approved by MMT. If an “in-kind” contribution is used, the sub-recipient must have a plan detailing the type of service and/or product received and how the value of the service and/or product was determined.

Site Visits

MMT and/or authorized representatives may perform on-site project monitoring visits with sub-recipients receiving grant assistance. Site visits will be conducted using checklists which outline account and record keeping requirements in compliance with OMB Circulars A-122 and A-87 if the sub-recipient received operating assistance; OMB 49 CFR Part 18 and Part 19 for administrative requirements; the regulatory requirements for receipt of federal funds; vehicle inventory and maintenance records if the sub-recipient received capital assistance and compliance with the FTA Drug and Alcohol testing regulations.

MMT complies with all applicable standards set forth in 2 CFR 200 and guidance in FTA Circular 5010.1 – Grant Management Guidelines with regard to financial management system for financial reporting, accounting records, cost standards, internal controls, budget controls and audit requirements.

Inventory Reports

Capital assistance sub-recipients will be required to submit a Rolling Stock Inventory Report for the current fleet every calendar year. The inventory will include the following information:

- Number of vehicles in total fleet
- Number of active vehicles in fleet
- Number of emergency contingency vehicles
- Whether or not the fleet is dedicated to the program
- Ownership (Federal, State, Local or leased)
- Funding source
- Year/Make/Model
- Funding Source

- Vehicle length
- Vehicle Identification Number
- Condition
- Age
- Replacement Cost
- ADA accessibility
- Seating Capacity
- Fuel Type
- Total Miles by active vehicle during the period
- Average lifetime miles by active vehicle
- Maintenance Costs

All agreements for capital projects detail the equipment approved for purchase and its intended use. MMT tracks all capital purchases; disposition concurrence is required if an asset(s) is disposed prior to the end of its minimum useful life in miles or hours (Per 9010.IE).

Reporting Requirements

Sub-recipients are required to prepare and submit a variety of reports on a routine basis including monthly, quarterly and/or annually. These reports may include a project narrative, local matching sources, number of passenger trips provided, vehicle miles traveled, and revenue service hours provided. Sub-recipients are also required to report their efforts in purchasing from DBE vendors and vehicle assessment reports. MMT may request/require additional reports as needed.

Financial Status Report

All sub-recipients are required to maintain records which adequately identify the source and application of funds provided for financially assisted activities. An accurate, current, and complete disclosure of the financial results of financially assisted activities must be submitted to the City. Reports will be prepared using the accrual method of accounting.

Project Closeout Report

When a grant is expended by 90 percent, the City prepares for project closeout by reconciling all expenditures, revising the POP, and if necessary, submitting a budget revision.

When 100 percent of the grant funds are expended, the City will initiate project closeout by verifying a zero balance, submitting final milestones, ensuring the POP is still accurate and submitting a closeout amendment.

Certifications and Assurances

All applicants must comply with various Federal requirements. These certifications and assurances, which are required to be signed by an authorized agency official, are part of the

solicitation documents or application package and are to be submitted with the completed application by applicants. If an application is approved, these certifications and assurances become a part of the sub-recipient's contract with the City.

The City of Colorado Springs, when submitting a grant application to the FTA, is also required to execute certifications and assurances both on behalf of the City and covering the local applicants. The City annually agrees to comply with all requirements of the Annual List of Certifications and Assurances for Federal Transit Administration Grants and Cooperative Agreements and pass those requirements to sub-recipients as appropriate.

The following summarizes the major areas of compliance; however application packages may have additional certifications and assurances that will be required.

Title VI – Nondiscrimination

The recipient agrees to comply, and assures the compliance of each third party contractor and each sub-recipient at any tier of the project, with all of the following requirements under Title VI of the Civil Rights Act of 1964:

- Title VI of the Civil Rights Act of 1964, as amended (42 U.S.C. 2000d et seq.), provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.
- U.S. DOT regulations, "Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act," 49 CFR part 21. of FTA Circular 4702.1B "Title VI Requirements and Guidelines for Federal Transit Administration Recipients." This document provides FTA recipients and sub-recipients with guidance and instructions necessary to carry out DOT Title VI regulations (49 CFR part 21).
- U.S. DOT Policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient (LEP) Persons (70 FR 74087, December 14, 2005). This guidance clarifies the responsibilities of recipients of federal financial assistance from DOT and assists them in fulfilling their responsibilities to LEP persons, pursuant to Title VI of the Civil Rights Act of 1964 and Executive Order 13166.
- FTA Circular 4703.1 "Environmental Justice Policy Guidance for Federal Transit Administration Recipients." This document provides FTA recipients and sub-recipients with guidance and instructions necessary to carry out U.S. DOT Order 5610.2 to Address Environmental Justice in Minority Populations and Low-Income Populations, and Executive Order 12898 on Environmental Justice that describes the process that the Office of the Secretary of Transportation and each operating administration will use to incorporate environmental justice principles into existing programs, policies, and activities. o U.S. DOT Order to Address Environmental Justice in Minority Populations and Low Income Populations. DOT Order 5610.2 describes the process that the Office of

the Secretary of Transportation and each operating administration will use to incorporate environmental justice principles (as embodied in Executive Order 12898 on Environmental Justice) into existing programs, policies, and activities.

Contractors and subcontractors are not required to submit a Title VI report. However, they are responsible for complying with the Title VI Program of the recipient with whom they are contracting. Recipients and sub-recipients are responsible for ensuring that their contractors are complying with their Title VI Program and Title VI regulations.

Nondiscrimination in Federal Transit Programs

The recipient agrees to comply, and assures the compliance of each third party contractor at any tier and each sub-recipient at any tier under the project, with the provisions of 49 U.S.C. 5332. These provisions prohibit discrimination on the basis of race, color, religion, national origin, sex, age, and disability, and prohibit discrimination in employment or business opportunity.

Nondiscrimination on the Basis of Disability

The recipient agrees to comply, and assures the compliance of each third party contractor and each sub-recipient at any tier of the project, with the applicable laws and regulations, discussed below, for nondiscrimination on the basis of disability.

- Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), prohibits discrimination on the basis of disability by recipients of federal financial assistance.
- ADA, as amended (42 U.S.C. 12101 et seq.), prohibits discrimination against qualified individuals with disabilities in all programs, activities, and services of public entities, as well as imposes specific requirements on public and private providers of public transportation.
- DOT regulations implementing Section 504 and the ADA include 49 CFR parts 27, 37, 38, and 39. Among other provisions, the regulations specify accessibility requirements for the design and construction of new transportation facilities and vehicles; require that vehicles acquired (with limited exceptions) be accessible to and usable by individuals with disabilities, including individuals using wheelchairs; require public entities (including private entities “standing in the shoes” of a public entity as a sub-recipient or under a contract or other arrangement) providing fixed-route service to provide complementary paratransit service to individuals with disabilities who cannot use the fixed-route service; and include service requirements intended to ensure that individuals with disabilities are afforded equal opportunity to use transportation systems.
- Providers of demand responsive service must utilize accessible vehicles, as defined at 49 CFR 37.7 or meet the applicable equivalent service standard. For private and public entities, the service must be equivalent in regard to schedules, response times,

geographic areas of service, hours and days of service, availability of information, reservations capability, constraints on capacity or service availability, and restrictions based on trip purpose.

- Providers of fixed-route service must generally utilize accessible vehicles. Private entities may utilize non-accessible vehicles if they can provide equivalent service in terms of schedules and headways, in addition to the equivalent service requirements described above for demand responsive service. Public entities must also provide complementary paratransit service to fixed-route service as defined in 49 CFR 37.121.
- In addition, recipients of any FTA funds should be aware that they also have responsibilities under Titles I, II, III, IV, and V of the ADA in the areas of employment, public services, public accommodations, telecommunications, and other provisions, many of which are subject to regulations issued by other federal agencies.

Disadvantaged Business Enterprise (DBE)

To the extent required by federal law, regulation, or directive, the recipient agrees to take the following measures to facilitate participation by DBEs:

- The recipient agrees and assures that it will comply with DOT regulation, "Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs," 49 CFR part 26. Among other provisions, this regulation requires certain recipients of DOT federal financial assistance, namely state and local transportation agencies, to establish goals for the participation of disadvantaged entrepreneurs and certify the eligibility of DBE firms to participate in their DOT-assisted contracts.
- The recipient agrees and assures that it shall not discriminate on the basis of race, color, sex, or national origin, in the award and performance of any third party contract, or sub-agreement supported with federal assistance derived from DOT, or in the administration of its DBE program, and will comply with the requirements of 49 CFR part 26. The recipient agrees to take all necessary and reasonable steps set forth in 49 CFR part 26 to ensure nondiscrimination in the award and administration of all third party contracts and sub-agreements supported with federal assistance derived from DOT. As required by 49 CFR part 26 and approved by DOT, the recipient's DBE program is incorporated by reference and made part of the grant agreement or cooperative agreement. The recipient agrees that implementation of this DBE program is a legal obligation, and that failure to carry out its terms shall be treated as a violation of the grant agreement or cooperative agreement. Upon notification by DOT to the recipient of a failure to implement its approved DBE program, DOT may impose sanctions as provided for under 49 CFR part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001, and/or the Program Fraud Civil Remedies Act, (31 U.S.C. 3801 et seq).

For further guidance, refer to the federal laws, regulations, and executive orders cited in this chapter. FTA's regional civil rights officers or headquarters civil rights staff will also provide current guidance upon request.

Equal Employment Opportunity (EEO)

MMT and 5310 Program sub-recipients must ensure that no person in the United States shall on the grounds of race, color, religion, national origin, sex, age, or disability be excluded from participating in, or denied the benefits of, or be subject to, discrimination in employment under any project, program, or activity receiving federal financial assistance under the federal transit laws.

Each 5310 Program contract between MMT and a sub-recipient for the provision of FTA funding will contain language that requires the sub-recipient to comply with FTA regulations related to EEO.

Section 504 and ADA Compliance Reporting

All grant recipients and sub-recipients must comply with the Americans with Disabilities Act of 1990, transportation service and equipment provisions in subsequent regulations in 1991, and amendments thereto. In addition, any new construction of public access facilities will have appropriate features incorporated to enhance accessibility by persons who are mobility impaired. The City checks compliance with all ADA statutes during site visits to sub-recipients.

Other Provisions

This section describes the process by which the recipient complies with other federal requirements such as environmental protection, Buy America provisions, pre-award and post-delivery reviews, restrictions of lobbying, prohibition of exclusive school transportation and drug and alcohol testing, including the state's procedures for monitoring compliance by sub-recipients.

MMT will seek signed certification of compliance pertaining to applicable Certifications and Assurances from 5310 sub-recipients. MMT will include with documentation in the permanent file of the project.

Environment Protections

The President's Executive Order on Environmental Justice expanded upon Title VI of the 1964 Civil Rights Act (42 U.S.C. 2000d-1) when it stated that "each federal agency shall make achieving environmental justice part of its mission by identifying and addressing, as appropriate, disproportionately high and adverse human health or environmental effects of its programs, policies, and activities on minority populations and low-income populations."

When determining if a particular program, policy or activity will have disproportionately high and adverse effects on minority and low-income populations, mitigation and enhancement measures and potential offsetting benefits to the affected minority or low-income populations will be taken into account. Other factors that will also be taken into account are comparative impacts, design, and the number of similar existing system elements in nonminority and non-low income areas. The evaluation will determine if alternatives studied will be more or less disadvantageous to the population considered.

However, any program, policy or activity that has the potential for disproportionately high and adverse effects on the affected populations will only be carried out if there is a substantial need for the program, policy or activity based on overall public interest; or alternatives that would have less adverse effects have either adverse social, economic, environmental or human health impacts that are more severe or would involve increased costs of an extraordinary magnitude.

Buy America

Title 49 U.S.C. 5323(j) provides that with limited exceptions, FTA may not obligate funds for a public transportation project unless the steel, iron, and manufactured goods used in the project are produced in the United States. Section 5310 recipients and sub-recipients must comply with FTA regulations, 49 CFR part 661. FTA's Buy America requirements at 49 CFR part 661 differ from Federal Buy American regulations at 48 CFR part 25. The former applies to all purchases, including materials or supplies funded as operating costs when funded by FTA, if the purchase exceeds the threshold for small purchases, whereas the latter applies to direct federal procurements. FTA strongly advises recipients to review 49 CFR part 661 as well as the current FTA Circular 4220.1, "Third Party Contracting Guidance," before undertaking any procurement. In addition, 49 U.S.C. 5323(j)(9) allows a party adversely affected by an FTA action the right to seek review. FTA has created a Buy America website to provide an overview of these requirements as well as policies, procedures, and letters of interpretation: <http://www.fta.dot.gov/buyamerica>

Restriction on Lobbying

Federal financial assistance may not be used to influence any member of Congress or an officer or employee of any agency in connection with the making of any federal contract, grant, or cooperative agreement. Sub-recipients awarded FTA assistance exceeding \$100,000 must sign a certification so stating and must disclose the expenditure of nonfederal funds for such purposes (49 CFR part 20.110). Other federal laws also govern lobbying activities. These laws do not prohibit general advocacy for transit. Providing information to legislators about the services a recipient provides in the community is not prohibited, nor is using nonfederal funds for lobbying, so long as the required disclosures are made.

Drug and Alcohol Testing

As required by 49 CFR Parts 653 and 654, produce any documentation necessary to establish its compliance with Parts 653 and 654, and permit any authorized representative of the United States Department of Transportation or its operating administrations, the State Oversight Agency of Colorado, or the City, to inspect the facilities and records associated with the implementation of the drug and alcohol testing program as required under 49 CFR Parts 653 and 654 and review the testing process. The contractor agrees further to certify annually its compliance with Parts 653 and 654. This certification shall be submitted within 30 days of Agreement execution and every twelve (12) months thereafter.

In accordance with FTA circular C 9070.1G, sub-recipients that receive only Section 5310 program assistance are not subject to FTA's drug and alcohol testing rules, but must comply with the Federal Motor Carrier Safety Administration (FMCSA) rule for all employees who hold commercial driver's licenses (49 CFR part 382). Section 5310 recipients and sub-recipients that also receive funding under one of the covered FTA programs (Section 5307, 5309, or 5311) should include any employees funded under Section 5310 projects in their testing program.

School Transportation

Title 49 U.S.C. 5323(f) prohibits the use of FTA funds for exclusive school bus transportation for school students and school personnel. The implementing regulation (49 CFR part 605) does permit regular service to be modified to accommodate school students along with the general public ("tripper service"). For the purpose of FTA's school bus regulation, Head Start is considered a social service, not a school program. Rules for the Head Start program limit the types of vehicles that may be used to transport children participating in a Head Start program.

MCC Meeting Date

Tuesday, April 23, 2019

Tuesday, May 28, 2019

Tuesday, June 25, 2019

Tuesday, July 23, 2019

Tuesday, August 27, 2019

Tuesday, September 24, 2019

Tuesday, October 22, 2019

Tuesday, November 26, 2019

Presenter

Jolene Hausman - FVSC

Ted, Dianna - Teller

Wakisha Greene - Envida

Victoria Salser - Silver Key

Maile Gray - Drive Smart/Terri Cassidy - Fitness to Drive

Jeremy Trujillo - Special Kids Special Families