

Office of  
public transit



Iowa Department  
of Transportation

Iowa DOT Presentation to IPTA  
June 20, 2012

# Today's discussion topics

- CTAA award
- Federal funding
- Discretionary grant programs
- Competitive program
- State procurement
- Procurement check list
- Signage policy
- Website/advertising of services
- TransitCares
- Exclusive school rules
- Training opportunity
- DBE goals



# Award Winning Office of Public Transit

- Presented by CTAA
- 2012 George Rucker Memorial Award
- For work with Senator Harkin, CTAA, and IPTA to ensure capital funding for small urban and regional systems remains part of the next transportation legislation bill



Federal funding

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# FFY 2012

## Discretionary grant programs

FY2012 FTA Discretionary Grant Program Statistics			
Program	Funding Available	Total Applications	Total Funding Requested
State of Good Repair Initiative	\$650,000,000	569	\$2,900,000,000
Bus and Bus Facilities Livability Initiative	\$125,000,000	270	\$970,000,000
Veterans Transportation and Community Living Initiative	\$25,000,000 (Capital) \$5,000,000 (Research)	85	\$40,000,000
Alternatives Analysis Program	\$25,000,000	45	\$42,000,000
*FTA anticipates the award notices will be made in mid to late July			



# Public Transit Infrastructure projects

Transit system	Project description	Requested funding
Cedar Rapids	Administration facility/garage	\$600,000
Davenport	Administrative/operations offices	\$428,264
Des Moines	Storage barn portals restoration (Priority 1)	\$352,000
Des Moines	Fuel Delivery System (Priority 2)	\$145,000
Sioux City	Transit Operations and storage facility	\$600,000
Region 4	Shared facility projects with Sioux City Transit	\$400,000
Region 5	Wright County Facility	<u>\$326,640</u>
	Total	\$2,851,904



# Large Urban New Freedom projects

Transit system	Project description	Requested funding
Cedar Rapids	CABS Program - Personal use expansion	\$20,868
Cedar Rapids	CABS Program Coordinator	\$44,000
Dubuque	Urban Mobility manager	\$117,199
Iowa City	Volunteer Transportation Coordinator	\$42,864
Sioux City	Nights and weekends project (Priority 1)	\$2,500
Sioux City	Bus expansion project (Priority 2)	<u>\$169,513</u>
	Total	\$396,944



# Non-urban New Freedom Projects

Transit System	Project description	Requested funding
Muscatine	Night Out	\$9,027
Region 2	Iowa City medical shuttle	\$24,024
Region 3	Sheldon night time taxi	\$9,500
Region 6	Alden to Iowa Falls service expansion	\$1,800
Region 8	Delaware County	\$27,385
Region 11	Warren County Extended Hours	\$4,493
Region 11	Iowa City medical shuttle	\$10,208
Region 13	Atlantic voucher program	\$7,027
Region 13	Harlan service expansion	\$4,459
Statewide	Mobility manager positions	<u>\$300,000</u>
	Total	\$370,538



# Large Urban JARC projects

Transit System	Project description	Requested funding
Ames	Brown route weeknight service expansion (Priority1)	\$17,323
Ames	Brown route summer (Priority 2)	\$15,636
Ames	Mid-day South Duff - yellow (Priority 3)	\$16,717
Ames	E. 13th Street/Lincoln Way/Dayton Avenue- pink (Priority 4)	\$27,835
Cedar Rapids	Taxi rides for JARC participants	\$47,250
Cedar Rapids	Neighborhood Transportation Service (NTS)	\$199,440
Coralville	Express route service expansion	\$36,717
Iowa City	Manville Heights/North Dodge/Cross Park Route service extensions	\$156,460
Sioux City	#6 Airport route extension to Stream Global Services, Inc. (Priority 1)	\$8,441
Sioux City	Evening transportation project - (Priority 2)	\$22,750
Waterloo	Cedar Falls Loop - Cedar Fall Industrial Park	<u>\$94,239</u>
	Total	\$642,808

# Non-urban JARC projects

Transit system	Project description	Requested funding
Muscatine	Nighttime Commuter Service (Priority 1)	\$44,093
Muscatine	Muscatine/Wilton Service (Priority 2)	\$25,737
Ottumwa	Airport campus shuttle	\$30,000
Region 1	Wheels for Work	\$61,388
Region 1	G & G job training shuttle	\$12,480
Region 2	Evening and weekend service expansion	\$30,000
Region 5	Webster City shuttle	\$18,475
Region 8	Dubuque employment transportation	\$123,627
Region 12	Partnership 4 Families School to Work	\$10,000
Region 13	Red Oak Taxi	\$4,362
Region 13	CDS Van Pool	\$5,335
Region 13	Menards commuter service	<u>\$27,047</u>
	Total	\$392,544

# Competitive applications

Kudos to everyone!

- All applications received on time
- Quality was much better than in past years
- Many agencies took advantage of our offer to review applications ahead of due date. Recommend more do so for FY 14 Applications.
- Still looking for more detailed budget breakdowns
- Applications will need to stand on their own from this point forward
- Reminder: Mobility Manager's are not eligible for Fellowships so please include travel in the budget when applying for grants.



# State Procurement Review findings

- Concurrence to proceed with purchases
- Independent Cost Estimates (I.C.E)
- Cost/price analysis
- Missing federal clauses
- Post Delivery Audit forms (not just the certification)
- EPLS searches/documentation of search
- Name brands Listed in RFPs
- Specs written that specifically exclude competition
- Contract with vendor



# Procurement check list

- See handout



# Sole Source Reminders

- Must submit written sole source justification to OPT/FTA for approval. Justifications:
  - Unique Capability or Availability
  - Patents or Restricted Data Rights
  - Substantial Duplication in Costs
  - Unacceptable Delay
  - Single Bid (must conduct research to determine if procurement was set up to limit competition)
  - Emergency Situation



# FY 12 Contract Reminders

- Keep track of contract expiration Dates, 06/30/12 coming fast
- Amendment/Extension requests must be made to the OPT at least 30 days prior to contract close date
- Reimbursement request must be made within 60 days of contract close date
- For our internal accounting system, it is very helpful if all cost incurred in FY 12 can be requested for reimbursement by August 15<sup>th</sup>, 2012



# Signage Policy

- New signage policy will go into effect July 1, 2012
- See handout



# Advertising of services

- Detail every service available separated out on your reported statistics
- Explain what the service is for and that it is open to the public
- Just having “All services open to the public” on website will no longer be acceptable

# TransitCares

- TransitCares... 'cause we do!
- Transportation for IowaCare clients to medical appointments and pharmacy visits
  - 100% funding (STA Special Project)
  - Available starting April 16, 2012
  - Monthly reimbursement available April – June 2012; quarterly thereafter
  - Suggest charging a \$1 one-way fare
  - Encourage regional systems to schedule regular trips to clinics/hospitals to keep costs down



# TransitCares, continued

- If interested
  - Notify TPA when IowaCare transportation will begin
  - Place separate line item on quarterly reports
  - Be willing to reach out to federal qualified health center(s) covering residents in the area
  - IowaCare clients schedule rides directly with transit system



# Exclusive school rules

- 49 CFR Part 605 and FR Vol. 73, No. 180
- No exclusive school service may be provided
  - Reasonable person test
- Tripper service allowed
  - Modify frequency of service
  - De minimus route alterations in immediate vicinity of schools to stop at or near schools



# Training opportunity

- Orientation Seminar on FTA Safety and Security Program
  - For small urban and rural public transit agencies
  - Goal attendance is at least one representative from each small urban 5307 and each 5311 in Iowa
- September 19, 2012
- Iowa DOT East/West Materials Conference Room
- Fellowships available for travel and hotel costs
  - Applications to Laurie Carnahan by September 5



# DBE Goal projections

- DBE goal projections are on a three-year cycle now (next one 2014-1016)—worksheets due next May-June timeframe.
  - **We are not meeting our goal.**  
Per new rules, FTA may ask for proof of good faith efforts, analysis of the shortfall, and development of a corrective action plan.
  - DBE liaison in attendance—guidance on DBE certification, DBE directory, upcoming outreach activities, etc.
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# DBE PROJECTION WORKSHEET FOR NON-URBANIZED AREA RECIPIENTS

Name of Transit System:

This worksheet should be used to calculate your agency's federally funded contracting opportunities. Your input will help us in establishing the upcoming FFY DBE goal for Iowa's federal transit assistance program.

### Step 1 Determine the percent of FTA funding in your total operating expenses:

Projected Federal Operating Assistance for FFY  2014-2016 ..... a =

Budgeted Total Operating Expense for FFY  2014-2016 ..... b =

Federal Share of Operating Expenses ..... a/b =  0%  
(Divide Federal Assistance by Expenses = Federal Share)

### Step 2 Determine your contracting opportunities:

Definition: Contracting Opportunity – any items or services to be procured by the transit system or its umbrella agency during the Federal fiscal year October 1 through September 30 (major items not included are salaries and taxes).

#### Step 2.1 Operating Contracting Opportunities (Show full amount including federal and local dollars.)

### EXPENSE OBJECT CLASS

#### I. Fringe Benefits

A. Pension Plan (including long-term insurance) .....

B. Hospital, Medical, and Surgical Plans .....

C. Dental Plan .....

Questions?

