



Baldwin County Commission

Legislation Text

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Meeting Date: 6/15/2021

Item Status: New

From: Ann Simpson, BRATS Accounting Manager

Submitted by: Tiffany Givens, BRATS Grant Technician

ITEM TITLE

Submission of Fiscal Year 2022 Section 5311 Rural Public Transportation Grant and 5311 CARES Rural Public Transportation Grant Application

STAFF RECOMMENDATION

Take the following actions:

- 1) Adopt Resolution #2021-080 authorizing the execution and submittal of the Fiscal Year 2022 Section 5311 CARES Act Grant Application to the Alabama Department of Transportation relating to public transportation; and
- 2) Adopt Resolution #2021-081 authorizing the Baldwin County Commission to commit up to \$371,744.00 as local non-federal match for administration and capital expenditures under the Section 5311 Non-Urbanized Area Public Transportation Program during Fiscal Year 2022; and
- 3) Adopt Resolution #2021-082 authorizing the execution and submittal of the Fiscal Year 2022 Section 5311 Grant Application to the Alabama Department of Transportation relating to public transportation; and
- 4) Authorize the Chairman to sign the application and any related documents and any related reporting documents; and
- 5) Authorize Baldwin Regional Area Transit System (BRATS) staff to submit the Fiscal Year 2022 5311 CARES and 5311 Application/Agreement to the Alabama Department of Transportation (ALDOT).

BACKGROUND INFORMATION

Previous Commission action/date: N/A

Background: Since 1985, BRATS has received an annual Section 5311 grant from the Federal Transit Administration, administered by the Alabama Department of Transportation. The funds are

used to provide public transportation to the visitors and citizens of Baldwin County. Because BRATS provides public transportation in both the urban and rural areas of Baldwin County, it receives funding from several different FTA grant programs. Historically, BRATS has annually submitted two grant applications to the Alabama Department of Transportation (ALDOT):

- 1) Urban (5307) grant application
- 2) Rural (5311) grant application

However, beginning with FY22, ALDOT will not be administering the 5307 grant funds. This change required BCC/BRATS to file an application with FTA in May 2021 to become a direct recipient of the 5307 grant funds. The request for 5307 funds will be submitted once the FTA has approved BCC's Direct Recipient application.

For the FY22 grant application process, ALDOT has combined the applications for the regular 5311 funds and 5311 CARES Act funds into one submittal which is included in this agenda item. These grant requests are intentionally conservative (on the high side) to ensure that sufficient funds are awarded to provide the Commission with maximum flexibility for operating BRATS. The dollar amounts in these grants do not represent the actual expenses approved in the county budget. The Commission will approve the BRATS Fiscal Year 2022 budget separately during the annual budget process. ALDOT will continue to provide grant oversight of the 5311 and 5311 CARES funds. These are reimbursable grants and BRATS will continue to issue invoices to ALDOT to draw down the funds.

The FY22 5311 Regular grant program will provide federal funding of 80% for capital (rolling stock) and for administrative expenses. The FY22 5311 CARES Act grant program will provide federal funding of 100% for capital (rolling stock) and operating expenses. To be eligible for capital (rolling stock) 100% funding under the 5311 CARES Act, the grantee must purchase the equivalent number of vehicles under the 5311 Regular Grant program. Funding will be used to purchase two transit vehicles with 5311 Regular grant funds at 80% federal reimbursement and two transit vehicles with 5311 CARES grant funds at 100% federal reimbursement.

The FY22 CARES Act 5311 request for federal assistance is \$2,070,288.00. The FY22 Regular 5311 request for federal assistance is \$1,486,977.00 and the local match requirement is estimated to be \$371,744.00, depending on the budget ultimately approved by the Commission. It is estimated that \$198,986.00 of the required local match will be collected in contract/advertising revenue. The balance of \$172,776.00 of the local match will be provided from the Transportation Contract Revenue Escrow Account. The escrow account balance as of 3/31/21 was \$187,602.00.

Also included in the 5311 Grant budget application are Baldwin County Commission indirect administrative costs of \$366,452.00 which are expected to be reimbursed at 80%. These indirect costs include BRATS' pro rata portion of the following BCC departments: Finance, Administration, Budget/Purchasing, Building Maintenance, CIS, Personnel, and Grounds. The amount of indirect cost anticipated to be reimbursed is \$293,162.00

A public hearing was advertised and held on June 4, 2021 at 9:00 AM at the Baldwin County

Commission BRATS office in Robertsedale, Alabama, to allow for comments on the proposed transportation service. The application deadline is June 25, 2021.

FINANCIAL IMPACT

Total cost of recommendation: Total 5311 Rural Transportation Program cost of \$3,929,009.00 for FY2022. \$3,557,265.00 of the total program cost to be funded with 5311 Federal Grant Reimbursement Funds. The remaining balance of \$371,744.00 will be funded with FY2022 Contract/Advertising Revenue estimated at \$198,968.00 and contract revenue earned in FY2021-FY2021 of \$172,776.00 held in an escrow account resulting in \$0.00 in Local Match for FY2022, depending on the budget ultimately approved by the Commission. The escrow account balance as of March 31, 2021, was \$187,602.00. Contract revenue collected in the remainder of FY2021 will continue to be held in escrow per direction by ALDOT and will be utilized for future year local match requirements.

Budget line item(s) to be used: Fiscal year 2022 Budget

If this is not a budgeted expenditure, does the recommendation create a need for funding?
N/A

LEGAL IMPACT

Is legal review necessary for this staff recommendation and related documents?
N/A

Reviewed/approved by: N/A

Additional comments: N/A

ADVERTISING REQUIREMENTS

Is advertising required for this recommendation? Public Notice requirements were met and documentation is included.

If the proof of publication affidavit is not attached, list the reason: N/A

FOLLOW UP IMPLEMENTATION

For time-sensitive follow up, select deadline date for follow up: Deadline for grant application submittal is June 25, 2021.

Individual(s) responsible for follow up: Administration staff and BRATS staff

Action required (list contact persons/addresses if documents are to be mailed or emailed):
Administration to print letters on letterhead and obtain the Chairman and Administrator's signatures

where appropriate, provide the county seal and forward original document to BRATS staff.

BRATS Staff will ensure documents are in order and complete for submittal of the original documents to ALDOT. BRATS staff to provide fully executed agreement to Admin when received.

Documents that require Administration attention:

- 1) 5311 CARES Act Grant Application Letter (Requires Letterhead)
- 2) 5311 Regular Grant Application Letter (Requires Letterhead)
- 3) Letter of Designation (Designated Agency Letter) (Requires Letterhead)
- 4) 5311 Grant Local Match Commitment Letter (Requires Letterhead)
- 5) Local Match Certification (Executed by Commission Chair)
- 6) Resolution #2021-080 for FY2022 Section 5311 CARES Act Grant Application
- 7) Resolution #2021-081 for the 5311 Grant Local Match
- 8) Resolution #2021-082 for FY2022 5311 Grant Application

Additional instructions/notes: N/A