# FY 2010 Annual Request for Proposal(s) for Small Urban and Nonurbanized Public Transportation Projects for Various Programs
## Questions and Answers

| | Question | Answer |
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| **#1** | **GENERAL QUESTIONS** | |
| 1-1 | Can a multi-modal facility serve not only as a connection point for all transit operators, but also serve as a preventive maintenance facility, parking area for transit users and the general public in order to reduce congestion in the downtown area? | Yes. |
| 1-2 | Can a facility such this (a multi-modal facility) be a revenue generating facility? If yes, from whom and where can those revenues be appropriated? | Yes, revenue would be distributed among the partners, in the same ratio as the funding for construction. The circular states: "These and other joint development improvements will be eligible for FTA funding if they satisfy the eligibility criteria set forth at 49 U.S.C. 5302(a)(1)(G), and do not fall within the exclusion detailed at 49 U.S.C. 5302(a)(1)(G)(ii), which excludes the construction of a commercial revenue producing facility (other than an intercity bus station or terminal) or a part of a public facility not related to public transportation |
| 1-3 | Are costs incurred for grant consultants in preparation of the application eligible expenses? | TxDOT does not allow pre-award authority to subrecipients of federal funds. Therefore, only costs incurred after TxDOT and the subrecipient have a fully executed grant agreement are eligible. |
| 1-4 | For successful grant applications, can third party grant administration be an eligible expense? | Third-party grant administration can be an eligible expense, as long as the all costs are part of the submitted and approved application (proposal) and meet the federal cost guidelines outlined in the OMB Circular A-87 "Cost Principles for State, Local, and Indian Tribal Governments." |
| 1-5 | Is the meeting schedule (for the Coordinated call) posted? | Yes, http://www.dot.state.tx.us/business/governments/grants/public_transportation.htm |
| 1-6 | I was wondering if you had a “white paper” on the match amount? Any resources, links, additional information that could assist us in thinking creative ways to make the match, would be extremely useful. | The FTA Circular 9040.1F discusses match in Chapter III. In addition, we will post a document on local match entitled **Guidance on Calculating a Local Match.** |
| 1-7 | Can capital costs for radios and communication equipment also include recurring airtime costs? | Recurring airtime costs would be considered an operating cost and matched at 50/50%. |
| **#2** | **INTERCITY BUS** | |
| 2-1 | Our agency is in the process of having new fixed route system maps created. Would referencing a Greyhound timetable, as well as the service area and contact information of our rural providers be eligible for 50% ICB subsidy? | This type of project would be considered marketing and as such, require an 80/20 percent match. |
| 2-2 | The Operating Assistance Route Report form included in the current RFP is the same as last year, and does not include info for FY 2011. Is this correct, or is there an updated form? | Regarding the Intercity Bus section, **The Operating Assistance Route Report** form included in the current RFP is the same as last year and is correct. We are looking for historical trends in subsidized routes. |
| 2-3 | The Operating Assistance Route Report form on page 31 of 58 asks for requested amount of funding for FY 2007, FY 2008, FY 2009, and FY 2010. Please confirm that these are the correct years of data that are requested, as this project, if funded will begin in FY 2011. | We are looking for historical numbers, if possible. In addition, a projection for future years could be included. |

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| 2-4 | Would an Intercity Bus project for a small urban system be considered a Section 5307 project? | Not necessarily. These are funds from the §5311(f) program, transit assistance program for nonurbanized areas. All intercity bus projects must have the support of an intercity bus carrier (ICB). The support and coordination with a rural provider will add to the projects. Objectives of the ICB program include: supporting the connection between nonurbanized areas and the larger regional or national system of intercity bus service; supporting services to meet the intercity travel needs of residents in nonurbanized areas and supporting the infrastructure of the intercity bus network through planning and marketing assistance and capital investment in facilities. |
| 2-5 | In the ICB Evaluation Criteria Item # 1.11 Projected Hourly Budget: Provide an hourly budget per person listed in the project proposal for each of the tasks noted in the scope of work. I am really not certain of the hourly costs. Am I to request the architect to provide the estimated hourly cost of the project by task? What are the task items that I request a breakdown of? | For an architect, provide the overall cost and an estimation of the time needed for the architect's tasks. |
| 2-6 | In section 1.11 and 1.12 is a written explanation expected in the grant request document or is it simply filling out the budget form? | Primarily, this information is entered into the budget form. However, if the facility is going to be used by more than the intercity bus industry, then the proposal must address the percentage of the total facility to the portion to be used by the intercity bus carriers. The method of determining the ICB portion of the project must be identified. |
| 2-7 | On the budget spreadsheet there is not a facility section. We are requesting a facility grant funding category; should we use the capital section of the budget form to input the dollar amounts? | Yes, facilities are considered "Capital." |
| 2-8 | I have requested the architect to design the facility based upon our needs and he has done that. He estimates the cost of the project based upon new and renovated construction cost per square foot, based upon current market price. This method sounds very reasonable; how do I put that in a form that meets the 1.11 criteria? | Provide an explanation of the methodology used to determine costs. This should be in a narrative form. |
| **#3** | **JARC** | |
| 3-1 | If we want funds to do a comprehensive study to develop JARC routes, and then follow up with a request for funds to operate the recommended JARC route, should the operating funds be requested with the July 2010 call? | Studies for JARC projects could be funded from either funding sources, JARC or PLN. The funds for the study and the service should be included in the same call, as both would be considered part of a project. |
| 3-2 | Is it correct to assume that vehicles purchased with JARC funds would need to be dedicated JARC service? | Vehicles purchased with JARC funds should be used primarily for JARC projects, but may also be used for other public transportation projects. |
| 3-3 | If we will require additional vehicles in order to implement JARC service, and a vehicle procurement could take a year or more, should we apply for the vehicles with this call and the JARC service with the July 2010 call? | Proposals should be submitted with this call. |
| **#4** | **RURAL DISCRETIONARY** | |

| #5 | PLN and RTAP | |
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| 5-1 | Can a county government apply for PLN funds and ICB funds to conduct the following? | Yes, to both funding sources, however to be eligible for the ICB funds, the project would need to include, and have the support of, an intercity bus company. The program requirements for the ICB funds are found in the FTA Circular 9040.1F, Chapter VIII. Here is the link to the circular: http://www.fta.dot.gov/documents/FTA_C_9040.1F.pdf |
| 5-2 | Can a county government use the above funding streams to assess multi-modal facility location assessment, site planning, environmental studies, and cost benefit analysis? | Yes, the same criteria described above would apply. |
| 5-3 | Can a county government use the above funding stream to conduct a best business practice analysis in order to put coordination of services on the fast track, and demonstrate how we can be a better steward of TxDOT resources and our transportation assets? | Yes, the same criteria described above would apply. |
| 5-4 | If we propose a project that includes consulting services, can the budget request include our agency's cost to administer the project? | Yes, we would prefer that projects limit administration costs to no more than 10% of the total project. |
| 5-5 | If administrative costs are permitted on projects that use consultants, is there a maximum percentage that is allowable? | Yes, we would prefer that projects limit administration costs to no more than 10% of the total project. |
| 5-6 | The University is considering an application for this program to in order to fund a study relating to management, operations, capital requirements and economic feasibility of transit to our campuses potentially in conjunction with the City Urban Transportation System.<br>After reviewing the program scope and objectives which allows for activities that will assist small urban and rural transit agencies, we would like to have clarification that our project is eligible, as our organization is not located in a rural area (although some of our potential riders are) and the City's system is also not classified as rural. | The project, as has been described, would be eligible for State Planning Assistance Program (PLN) funding. At the several workshops we held around the state, we advised attendees that the first statement under the Statement of Work was misleading, as several agencies, other than rural and urban transit agencies, would be eligible for this program. |
| **#6** | **NEW FREEDOM** | |
| 6-1 | Would TxDOT subsidize fixed route trips beyond the ¾ mile boundary if those trips are already being performed? | No, only new service would be subsidized |
| 6-2 | Would the production of a passenger accessibility/navigation video or DVD be categorized as an operating or capital project? | Capital. |
| 6-3 | Could you please provide us with the following supplementary information:<br>Does TxDOT have available the NF proposals that were funded in the last two cycles? | Prior proposals must be requested using the open records request process: http://www.txdot.gov/contact_us/form/?id=openrecords. |
| 6-4 | How much funding will be available for Small Urban NF grants for the 2009 proposals? | A conservative estimate of available funds for the SU NF funds available is $1.5 million. |

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| 6-5 | Can this grant be applied for by a nonprofit organization that only provides services to disabled veterans? Transportation is provided to and from veterans' hospitals and benefit appointments. | This grant could fund a bus for disabled vets; however the project or the need for such a project needs to be referenced in your regional public service transportation plan. The link will lead you to a site that has a list of all the regional planning groups. Find the one in your area: http://regionalserviceplanning.org/texas_regions/region_information.stm or contact your local public transportation coordinator at your local TxDOT office: http://www.txdot.gov/business/governments/coordinators.htm to make sure the need for your project is referenced in the plan. |
| 6-6 | Can a small, nonprofit with a majority of homeless clients request a van for transporting mentally ill clients to/from job assignments & training, etc? | This type of project could qualify for funding under the JARC and/or the New Freedom, as long as it a part of the regionally coordinated plan. |
| 6-7 | We have an in-kind donation, which will be used as local share, for design of the NF capital request. We would like to accurately value the service, however how does TxDOT treat the donation if it is over-budgeted or under-budgeted? | In-kind match is allowable, but the total match, in-kind or cash must meet the minimum required match; for example, the match for operating assistance must be at least 50% of the total cost. Proposals that do not have the required match would be considered non-responsive. Proposals that are over matched would be considered favorably. |
| 6-8 | Can the client request TDCs if the in-kind donation is not the entire 20% for a capital project? | Yes, as long as there is sufficient cash available to complete the project. |
| 6-9 | Can funding be requested for sidewalks around the bus pulls out at the transfer station? Also can landscaping be included? | Both sidewalks and landscaping may be eligible expenses under FTA guidelines for some programs, depending on how that line item is addressed. A New Freedom project must "support new public transportation services beyond those required by the Americans with Disabilities Act of 1990 (ADA) and new public transportation alternatives beyond those required by the ADA designed to assist individuals with disabilities with accessing transportation services, including transportation to and from jobs and employment support services."<br><br>For clarification of eligible expenses under New Freedom review the FTA circular on the subject at: http://www.fta.dot.gov/documents/FTA_C_9045.1_New_Freedom.pdf |