

PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS

AGENDA ITEM SUMMARY

Meeting Date: September 17, 2024 [ ] Consent [ ] Regular
Department: Palm Tran [ ] Ordinance [X] Public Hearing

I. EXECUTIVE BRIEF

Motion and Title: Staff recommends motion to approve:

A) The Program of Projects (POP) and Grant Application 1098-2024-1 for Section 5307 (CFDA 20.507) and Section 5339 (CFDA 20.526) Grant Year 2024 grant allocations from the Federal Transit Administration (FTA).

B) The filing of Standard Form LLL - Disclosure of Lobbying Activities;

C) The Authorization for the County Administrator or designee to execute on behalf of the BCC, and to electronically transmit the BCC's approval of the Grant Application, award and the resulting grant agreement, that do not substantially change the scope of work, terms or conditions of the agreement; and

D) An upward Budget Amendment of \$32,074,727 in Palm Tran's Grant Fund 1341 to recognize the actual grant allocation for GY2024 as detailed in grant application 1098-2024-1.

Summary: The FTA distributes Section 5307 and 5339 grant funds to provide capital and operating assistance for public transportation projects. The GY2024 allocation will fund items necessary for the continued operations of the Palm Tran system.

The GY2024 allocations have a match requirement of \$8,018,682 or 20% of the total project cost. However, the source of the matching funds comes from Toll Revenue Credits provided by the Florida Department of Transportation (FDOT).

Background and Policy Issues: Execution of the FTA award represents the County's legal affirmation to abide by FTA and other federal requirements as described in The Master Agreement FTA MA (31) May 2, 2024, approved by the BCC on July 2, 2024 (R2024-0807).

- Attachment(s): 1. Grant Application 1098-2024-1
2. GY2024 Section 5307-5339 Program of Projects (POP)
3. Standard Form LLL - Disclosure of Lobbying Activities
4. Notice of Public Hearing
5. Budget Amendment (1)

Recommended By: [Signature] Executive Director Date 9/14/24

Approved By: \_\_\_\_\_ Assistant County Administrator Date

**II. FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

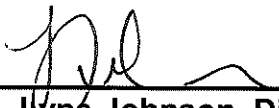
Fiscal Years	2024	2025	2026	2027	2028
Capital Expenditures	\$27,408,763				
Operating Costs	\$4,665,964				
External Revenues	(\$32,074,727)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	(0)				
#ADDITIONAL FTE					
POSITIONS (CUMULATIVE)					

Is Item Included in Current Budget?       Yes       No  
 Does this item include the use of federal funds?       Yes       No  
 Does this item include the use of state funds?       Yes       No

Budget Account No:


<b>Fund</b>	<b>Department</b>	<b>Unit</b>	<b>Object</b>	<b>RSRC</b>
1341	542	5568	var	3142


**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

C. Departmental Fiscal Review:   
 Lynne Johnson, Director of Admin Services

**III. REVIEW COMMENTS:**

**A. OFMB Fiscal and/or Contract Dev. and Control Comments:**

 9/6/2024  
 OFMB      *QA 9/5*  
                  *MP 9/6*

 9/9/24  
 Contract Dev. & Control  
*mwm 5. 9/9/24*

**B. Legal Sufficiency**

 9/10/24  
 Assistant County Attorney

**C. Other Department Review**

\_\_\_\_\_  
 Department Director

(THIS SUMMARY IS NOT TO BE USED AS A BASIS FOR PAYMENT.)

## Application

<b>Federal Award Identification Number (FAIN)</b>	1098-2024-1
<b>Temporary Application Number</b>	1098-2024-1
<b>Award Name</b>	FY24 Section 5307-5339 - Capital Assistance_UZA 120180
<b>Application Status</b>	In-Progress
<b>Application Budget Number</b>	0

<b>Period of Performance Start Date</b>	N/A	
<b>Original Period of Performance End Date</b>	3/30/2035	
<b>Current Period of Performance End Date</b>	N/A	Revision #: N/A

### Part 1: Recipient Information

**Name: COUNTY OF PALM BEACH**

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
1098	County Agency	PALM BEACH CO BD OF COMMISSIONERS - PALM BEACH CO TRANSIT AUTHORITY	XL2DNFMPCR44	078470481

Location Type	Address	City	State	Zip
Headquarters	301 N OLIVE AVE FRNT	WEST PALM BEACH	FL	33401
Physical Address	301 N OLIVE AVE	WEST PALM BEACH	FL	33401
Mailing Address	P O BOX 4036	WEST PALM BEACH	FL	33402

## Union Information

<b>Union Name</b>	<b>AMALGAMATED TRANSIT UNION</b>
Address 1	10000 New Hampshire Avenue
Address 2	Legal Department
City	Silver Spring
State	MD
Zipcode	20903
Contact Name	Katherine Andrews
Telephone	(301) 431-7100
Fax	(301) 431-7116
E-mail	13c@atu.org
Website	

## Part 2: Application Information

### Title: FY22 Section 5307-5339 - Capital Assistance\_UZA 120740

FAIN	Application Status	Award Type	Application Cost Center	Date Created	Last Updated Date	From TEAM?
1098-2023-2	In-Progress	Grant	Region 4	8/28/2024	8/28/2024	No

#### Application Executive Summary

This application contains more than one funding source, Palm Beach County is applying for FY2024 allocations of Section 5307, and Section 5339 funds.

This application requests FY2024 Section 5307 funds apportioned to the Miami UZA in the amount of \$29,837,103, the Nonfederal share is \$7,459,276 from Florida Transportation Development Credits. This application utilizes funding for capital projects and preventive maintenance expenses. The application scope of work includes rolling stock replacement; shop equipment, automatic data processing (ADP) software and hardware, facilities maintenance and repairs; security and safety equipment and training, communication system upgrade; and general development/comprehensive planning.

This application requests FY2024 Section 5339 funds apportioned to the Miami UZA in the amount of \$2,237,624, the Nonfederal share is \$559,406 from Florida Transportation Development Credits. This application utilizes funding for capital projects. The application scope of work includes rolling stock replacement.

Total Federal Share Cost for this application: \$32,074,727

Section 5307 Funds \$29,837,103

Section 5339 Funds \$2,237,624

Non-Federal Share: Transportation Development Credits (TDC) have been approved by the Florida Department of Transportation (FDOT), allocated to this application are \$8,018,682.

**Does this application include funds for research and/or development activities?**

This award does not include research and development activities.

**Pre-Award Authority**

This award is using Pre-Award Authority.

**Does this application include sub allocation funds?**

Recipient organization is the Designated Recipient and can apply for and receive these apportioned funds.

**Will this Grant be using Lapsing Funds?**

No Selection Made

**Will indirect costs be applied to this application?**

This award does not include an indirect cost rate.

*Indirect Rate Details: N/A*

**Requires E.O. 12372 Review**

No, this application does not require E.O. 12372 Review.

**Delinquent Federal Debt**

No, my organization does not have delinquent federal debt.

## Award Description

**Purpose**

The purpose of this award is to replace 19 service vehicles that have reached useful life, complete repairs in the maintenance facilities, upgrade the radio system, implement Transit Signal Priority system and secure the assistance of a general transit consultant to assist it Palm Tran in fixed route transit operations.

**Activities to be performed:**

The funds in this application will cover the following activities: The purchase of replacement vehicles for Fixed route and Paratransit service, acquisition of fork lifts shop equipment, automatic data processing (ADP) software and hardware, facilities maintenance and repairs; security and safety equipment and employee training, communication system upgrade; tire lease and general development/comprehensive planning.

**Expected outcomes:**

The continued improvement of on-time performance as the fleet will be maintained in a state of good repair due to the timely replacement of vehicles that have reached useful life, the timely maintenance of the buildings and maintenance facilities and increased customer experience with the replacement of assets that are past their useful life.

**Intended beneficiaries:**

The residents and visitors of Palm Beach County, in particular all the individuals that are Transportation Disadvantage that rely on Palm Trans service will benefit from continued services, permitting workers to get to work and other destinations.

**Subrecipient Activities:**

Palm Beach County does not have subrecipients for Section 5307 and Section 5339 funds.

## Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Claudia	Salazar	Grants & Capital Project Analyst	csalazar@pbcgov.com	561-841-4241

## Application Budget

ACTIVITY CODE	GRANT TYPE	SCOPE DESCRIPTION	Project Description	CURRENT BUDGET
11.12.01	5307	Buy Replacements - Capital Bus	.01 Bus STD 40 FT	\$ 9,972,948
11.12.04	5307	Buy Replacements - Capital Bus - Paratransit	.04 Bus < 30 FT	\$ 2,000,000
11.42.06	5307	Bus Support Equip / Facilities	.06 Shop Equipment-Forklifts	\$ 160,000
11.42.07	5307	Bus Support Equip / Facilities	.07 ADP Hardware - Computers	\$ 179,963
11.42.08	5307	Bus Support Equip / Facilities	.08 ADP Software _Fleet Asset Management	\$ 1,162,223
			.08 ADP Software _Planning, marketing, Connection	
11.42.09	5307	Bus Support Equip / Facilities	.09 Surveillance / Security (Bus) EQUIPMENT Add-On Cameras/Break System	\$ 298,371
11.42.20	5307	Bus Support Equip / Facilities	.20 Miscellaneous Equipment-Coin Counting Machines	\$ 45,000
11.44.02	5307	Bus Support Equip / Facilities	.02 Maintenance Facility- Bus Wash Canopy	\$ 6,840,000
			Fuel Island Canopy	
			FDO Maintenance Plan for NC	
			FDO Maintenance Plan for BG	
			FDO Maintenance Plan for Intermodal	
			Underground Storage Tanks - Preliminary	
11.62.01	5307	Signal & Communication Equip - Bus	.01 Control / Signals System	\$ 3,500,000
11.62.02	5307	Signal & Communication Equip - Bus	.02 Communications- Radio System Upgrade	\$ 2,354,820
11.7A.00	5307	Preventive Maintenance Labor	Tire Lease	\$ 2,100,000
11.7D.02	5307	Training - Capital Bus	EMPLOYEE EDUCATION/TRAINING Safety Requirement	\$ 223,778
44.22.00	5307	Metropolitan Planning	General Development / Comprehensive Planning	\$ 1,000,000
11.12.01	5339 FUNDS	Buy Replacements - Capital Bus	.01 Bus STD 40 FT	\$ 2,237,624
				\$32,074,727

## Discretionary Allocations

This application does not contain discretionary allocations.

## Part 3: Fleet Details

**Fleet Type:** Fixed Route

**Fleet Comments**

Revenue Vehicle Fleet Status has been uploaded to TrAMS.

		Current Value
I.	<b>Active Fleet</b>	
	A. Peak Requirement	118
	B. Spares	22
	C. Total (A+B)	140
	D. Spare Ratio (B/A)	18.64%
II.	<b>Inactive Fleet</b>	
	A. Other	8
	B. Pending Disposal	9
	C. Total (A+B)	9
III.	<b>Total (I.C and II.C)</b>	149

**Fleet Type:** Paratransit

**Fleet Comments**

The paratransit service has 222 cutaway buses with lifts, and 63 minivans. Palm Tran Connection has a majority of ambulatory customers, the usage of minivans do not affect the service to those who need ADA accessible vehicles.

		Current Value
I.	<b>Active Fleet</b>	
	A. Peak Requirement	285
	B. Spares	0
	C. Total (A+B)	285
	D. Spare Ratio (B/A)	0%
II.	<b>Inactive Fleet</b>	
	A. Other	0
	B. Pending Disposal	0
	C. Total (A+B)	0

**Palm Tran – FY 2024 Section 5307 – 5339 Project Summary**

- Grantor: Federal Transit Administration
- Amount: \$32,074,727

**Program of Projects (POP)**

Please Note: The following Proposed Program of Projects for the application of FY2024 Sections 5307 and Section 5339 funds will be the final application for this program unless amended by the BCC on their Public Hearing Meeting on September 17, 2024.

**5307 FY 2024 Grant Allocation Summary of Projects**

1) Replace Fixed-Route Buses that have reached useful life	\$9,972,948
2) Replace Paratransit vehicles that have reached useful life	\$2,000,000
3) Shop Equipment	\$160,000
4) 3 <sup>rd</sup> Party Contracts	\$1,000,000
5) Preventive Maintenance (Tires)	\$2,100,000
6) Security & Safety Improvements	\$522,149
7) Automatic Data Processing (ADP) software and hardware	\$1,342,186
8) Miscellaneous Support Equipment	\$45,000
9) Facility Maintenance and Rehabilitation Projects	\$6,840,000
10) Transit Signal Priority	\$3,500,000
11) Radio System Upgrade	\$2,354,820

**5339 FY 2024 Grant Allocation Summary of Projects**

1) Replace Buses that have reached useful life	\$2,237,624
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**Total Section 5307 and 5339 Application** **\$32,074,727**



**Disclosure of Lobbying Activities**

Complete this form to disclose lobbying activities pursuant to 31 U.S.C. 1352  
(See reverse for public burden disclosure)

<p><b>1. Type of Federal Action:</b>  a. contract  <input checked="" type="checkbox"/> <b>b. grant</b>  c. cooperative agreement  d. loan  e. loan guarantee  f. loan insurance</p>	<p><b>2. Status of Federal Action:</b>  <input checked="" type="checkbox"/> <b>a.</b> bid/offer/application  b. initial award  c. post-award</p>	<p><b>3. Report Type:</b>  <input checked="" type="checkbox"/> <b>a.</b> initial filing  b. material change  <b>For material change only:</b>  Year _____ quarter _____  Date of last report _____</p>
<p><b>4. Name and Address of Reporting Entity:</b>  <input checked="" type="checkbox"/> Prime    <input type="checkbox"/> Subawardee  Tier _____, if Known:   Palm Beach County  Board of County Commissioners  301 N. Olive Ave  West Palm Beach, FL 33401   <b>Congressional District, if known: 20, 21, 22, 23</b></p>	<p><b>5. If Reporting Entity in No. 4 is Subawardee,</b>  Enter Name and Address of Prime:   N/A   <b>Congressional District, if known:</b></p>	
<p><b>6. Federal Department/Agency:</b>   U.S. Department of Transportation  Federal Transit Administration</p>	<p><b>7. Federal Program Name/Description:</b>  Urbanized Area Formula Program Grants Section  5307 – 5339   <b>CFDA Number, if applicable: 20.507-20.526</b></p>	
<p><b>8. Federal Action Number, if known:</b>   1098-2024-1</p>	<p><b>9. Award Amount, if Known:</b>   <b>\$32,074,727</b></p>	
<p><b>10. a. Name and Address of Lobbying Registrant</b>  <i>(if individual, last name, first name, MI):</i>   <u>Two Companies. see Attachment A for this information.</u></p>	<p><b>b. Individuals Performing Services</b> <i>(including address if different from No. 10a)</i>  <i>(last name, first name, MI):</i>   <b>See Attachment A</b></p>	
<p><b>11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when this transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty or not more than \$10,000 and not more than \$100,000 for each such failure.</b></p>	<p><b>Signature:</b> _____   <b>Print Name:</b> <u>Maria Sachs</u>  Authorized Representative   <b>Title:</b> <u>Mayor</u>  of Authorized Representative   <b>Telephone No.:</b> <u>561-355-2205</u> <b>Date:</b> <u>9/17/2024</u></p>	
<p><b>Federal Use Only</b></p>	<p><b>Authorized for Local Reproduction</b>  Standard Form - LLL (Rev. 7-97)</p>	

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

  
Palm Beach County Attorney



**Palm Tran**

**Administrative Offices**

100 N. Congress Avenue  
Delray Beach, FL 33445  
(561) 841-4200  
FAX: (561) 841-4291

**Palm Tran Connection**

50 South Military Trail  
Suite 101  
West Palm Beach, FL 33415-3132  
(561) 649-9838  
FAX: (561) 656-7156  
www.palmtran.org



**Palm Beach County  
Board of County  
Commissioners**

Maria Sachs, Mayor  
Maria G. Marino, Vice Mayor  
Gregg K. Weiss  
Michael A. Barnett  
Marci Woodward  
Sara Baxter  
Mack Bernard

**County Administrator**

Verdenia C. Baker

*"An Equal Opportunity  
Affirmative Action Employer"*

Official Electronic Letterhead

## Attachment A

### Standard Form LLL

**Palm Beach County Board of County Commissioners  
FTA Recipient ID 1098**

**Federal Action Number: 1098-2024-1**

**10.a. Name and Address of Lobbying Registrant:  
(2 Companies have been selected)**

1. **Becker & Poliakoff, P.A.**  
- **Omar Franco**  
1275 K Street, N.W., Suite 850  
Washington, DC 20005
2. **Thorn Run Partners**  
- **James Davenport**  
100 M Street, SE – Ste. 750  
Washington, DC 20003

**NOTICE OF PUBLIC HEARING**

**RE: APPLICATION FOR FEDERAL CAPITAL ASSISTANCE GRANTS**

Notice is hereby given that the Palm Beach County Board of Commissioners (BCC) intends to apply for FY2024 Section 5307, and Section 5339 Capital Assistance Grant from the Federal Transit Administration (FTA) as generally described below. A Public Hearing has been scheduled for the purpose of receiving comments regarding these projects. The Public Hearing will be held as follows:

DATE: Tuesday, September 17, 2024  
 TIME: 9:30 a.m.  
 LOCATION: Jane Thompson Memorial Chambers  
 6<sup>th</sup> Floor, Robert Weisman Governmental Center  
 301 North Olive Avenue  
 West Palm Beach, FL 33401

**A. DESCRIPTION OF PROPOSED PROJECTS**

Please Note: The following Proposed Program of Projects for the application of Section 5307 and 5339 will be the final application for this program unless amended by the BCC on September 17, 2024.

<b><u>CAPITAL ASSISTANCE</u></b>	<b><u>FEDERAL SHARE</u></b>
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**5307 FY 2024 Grant Allocation Summary of Projects**

1) Replace Fixed-Route Buses that have reached useful life	\$9,972,948
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5) Preventive Maintenance (Tires)	\$2,100,000
6) Security & Safety Improvements	\$522,149
7) Automatic Data Processing (ADP) software and hardware	\$1,342,186
8) Miscellaneous Support Equipment	\$45,000
9) Facility Maintenance and Rehabilitation Projects	\$6,840,000
10) Transit Signal Priority	\$3,500,000
11) Radio System Upgrade	\$2,354,820

**5339 FY 2024 Grant Allocation Summary of Projects**

1) Replace Buses that have reached useful life	\$2,237,624
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<b>Total Section 5307 and 5339 Application</b>	<b>\$32,074,727</b>
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**B. RELOCATION**

No persons, families or businesses will be displaced by the projects.

**C. ENVIRONMENT**

The projects will allow Palm Tran to continue providing public transportation services within Palm Beach County that will continue to reduce exhaust emissions from automobiles and reduce air pollution traffic congestion and conserve energy.

**D. COMPREHENSIVE PLANNING**

The projects are in conformance with comprehensive land use and transportation planning in the area. The projects are included in the Five Year Transportation Improvement Program (TIP) adopted by the Palm Beach County Metropolitan Planning Organization (MPO).

E. ELDERLY AND HANDICAPPED

Reduced fares for the elderly and handicapped will continue to be in effect at all times of operation.

At the hearing BCC will afford the opportunity for interested parties or agencies to be heard with respect to the social economic and environmental aspects of the projects including requirements under the Clean Air Act the Federal Water Pollution Control Act and other applicable Federal Environmental Statues and consistency with the goals of local urban planning. Interested persons may submit orally or in writing evidence and recommendations with respect to said projects.

Written comments will be received at [Palm-Comments@pbcgov.org](mailto:Palm-Comments@pbcgov.org) or at Palm Tran, 100 N. Congress Avenue, 2<sup>nd</sup> Floor, Delray Beach, FL 33445, until Friday September 13, 2024. Voice comments will be accepted at 561-841-4360 until 5:00 p.m. Friday September 13, 2024.

A draft copy of the Project Application will be available for public inspection at the Palm Tran offices located at 100 N. Congress Avenue, 2<sup>nd</sup> Floor, Delray Beach, FL 33445 and Palm Tran's Website [www.PalmTran.org](http://www.PalmTran.org)

To request information in a language other than English, or to request assistance for individuals with disabilities please contact the comment line at: 561-841-4360.

Para solicitar información en idiomas distintos al inglés, si requiere un intérprete en la audiencia pública, o para solicitar asistencia para una persona con discapacidades, por favor déjenos un mensaje en el (561) 841-4360, o nos puede contactar en [palm-comments@pbcgov.org](mailto:palm-comments@pbcgov.org)

Pou mande enfòmasyon sa a nan yon lang ki pa angle, oswa si ou bezwen akomodasyon espesyal anba Lwa sou Ameriken ak Andikap tanpri kontakte liy kòmantè a nan: 561-841-4360 oswa [palm-comments@pbcgov.org](mailto:palm-comments@pbcgov.org)

(To be published on September 8 and 15, 2024)


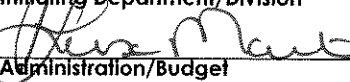
# 24-0978

**BOARD OF COUNTY COMMISSIONERS  
PALM BEACH COUNTY, FLORIDA  
BUDGET AMENDMENT**

**BGEX** 542 082824\*1829  
**BGRV** 542 082824\*528

**FUND 1341- Palm Tran Grants**

ACCOUNT NUMBER	ACCOUNT NAME	UNIT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPENDED/ ENCUMBERED as of 09/04/2024	REMAINING BALANCE
<b>REVENUES</b>									
542-5568-3142	Federal Transit Admin Assist	FTA GY24 5307/5339 Supergrant	0	0	32,074,727	0	32,074,727		32,074,727
	<b>Total Fund Revenues</b>		<b>62,608,017</b>	<b>131,360,352</b>	<b>32,074,727</b>	<b>0</b>	<b>163,435,079</b>		
<b>EXPENDITURES</b>									
542-5568-3401	Other Contractual Services *	FTA GY24 5307/5339 Supergrant	0	0	1,000,000	0	1,000,000		1,000,000
542-5568-5121	Data Procsgng Sftwre/Accessres	FTA GY24 5307/5339 Supergrant	0	0	1,342,186	0	1,342,186		1,342,186
542-5568-5213	Tires	FTA GY24 5307/5339 Supergrant	0	0	2,100,000	0	2,100,000		2,100,000
542-5568-5402	Educational Training Materials	FTA GY24 5307/5339 Supergrant	0	0	223,778	0	223,778		223,778
542-5568-6211	Building Improvements*	FTA GY24 5307/5339 Supergrant	0	0	5,340,000	0	5,340,000		5,340,000
542-5568-6301	Improvements Oth Thn Buildings	FTA GY24 5307/5339 Supergrant	0	0	5,000,000	0	5,000,000		5,000,000
542-5568-6401	Machinery & Equipment	FTA GY24 5307/5339 Supergrant	0	0	14,713,943	0	14,713,943		14,713,943
542-5568-6412	Radio Equipment	FTA GY24 5307/5339 Supergrant	0	0	2,354,820	0	2,354,820		2,354,820
	<b>Total Fund Expenditures</b>		<b>62,608,017</b>	<b>131,360,352</b>	<b>32,074,727</b>	<b>0</b>	<b>163,435,079</b>		

<b>SIGNATURES</b>	<b>DATES</b>
	9/6/24
Initiating Department/Division	
	9/6/2024
Administration/Budget	
Department Approval	
OFMB Department - Posted	

<b>BY BOARD OF COUNTY COMMISSIONERS</b>	
At Meeting of:	9/17/2024
Deputy Clerk to the Board of County Commissioners	