City of Las Cruces®
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Council Action and Executive Summary

Item # 8 **Ordinance/Resolution#** 15-044

For Meeting of _____ (Ordinance First Reading Date)

For Meeting of September 15, 2014 (Adoption Date)

Please check box that applies to this item:

☐ QUASI JUDICIAL ☐ LEGISLATIVE ☒ ADMINISTRATIVE

TITLE: A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO FORMALLY ACCEPT GRANT FUNDING IN THE AMOUNT OF $1,920,435.00 FROM THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION, AND TO OBLIGATE A LOCAL MATCH AMOUNT OF $1,631,296.00 FOR VARIOUS OPERATIONS EXPENSES RELATED TO ROADRUNNER TRANSIT.

PURPOSE(S) OF ACTION:

Formal acceptance of grant funding.

COUNCIL DISTRICT: All		
Drafter/Staff Contact: S. Nicole Williams	**Department/Section:** Financial Services / Grants Administration	**Phone:** 541-2716
City Manager Signature:		

BACKGROUND / KEY ISSUES / CONTRIBUTING FACTORS:

The U.S. Department of Transportation, Federal Transit Administration (U.S. DOT/FTA) has awarded the City of Las Cruces, on behalf of the Transit Section, federal grant funding in the amount of $1,920,435.00 to be used for various operations expenses for RoadRUNNER Transit. There is a $1,631,296.00 local match requirement. The total project cost is $3,551,731.00.

The City's FY 2015 approved budget currently accounts for both the grant and required match figures.

SUPPORT INFORMATION:

1. Resolution.
2. Exhibit "A", Funding Application.

(Continue on additional sheets as required)

SOURCE OF FUNDING:

Is this action already budgeted?			
	Yes	☒	See fund summary below
	No	☐	If No, then check one below:
	Budget Adjustment Attached	☐	Expense reallocated from: _____
		☐	Proposed funding is from a new revenue source (i.e. grant; see details below)
		☐	Proposed funding is from fund balance in the Fund.
Does this action create any revenue?			
	Yes	☐	Funds will be deposited into this fund: __ in the amount of $____ for FY__.
	No	☒	There is no new revenue generated by this action.

BUDGET NARRATIVE

Funds for this grant are currently established in the 5920 Transit Fund under project number 24114, in the amount of $445,228.00; and project number 24115, in the amount of $1,475,207.00.

FUND EXPENDITURE SUMMARY:

Fund Name(s)	Account Number(s)	Expenditure Proposed	Available Budgeted Funds in Current FY	Remaining Funds	Purpose for Remaining Funds
Fund 5920: Transit Operations; Project Codes 24114 and 24115	Various	$1,920,435.00	$1,920,435.00	N/A	N/A

OPTIONS / ALTERNATIVES:

1. Vote "Yes"; this will allow the City of Las Cruces to formally accept grant funding from the U.S. DOT/FTA.
2. Vote "No"; this is not an option as the federal grant funding is awarded to cover operations expenses for RoadRUNNER Transit.
3. Vote to "Amend"; this is not an option as funding is specific to approved expenditures as stipulated under the U.S. DOT/FTA program.
4. Vote to "Table"; this is not an option as funding is constrained by a specific period of performance.

REFERENCE INFORMATION:

N/A

(Continue on additional sheets as required)

RESOLUTION NO. 15-044

A RESOLUTION AUTHORIZING THE CITY OF LAS CRUCES TO FORMALLY ACCEPT GRANT FUNDING IN THE AMOUNT OF $1,920,435.00 FROM THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL TRANSIT ADMINISTRATION, AND TO OBLIGATE A LOCAL MATCH AMOUNT OF $1,631,296.00 FOR VARIOUS OPERATIONS EXPENSES RELATED TO ROADRUNNER TRANSIT.

The City Council is informed that:

WHEREAS, the U.S. Department of Transportation, Federal Transit Administration has awarded the City of Las Cruces, on behalf of the Transit Section, $1,920,435.00 in federal grant funding for RoadRUNNER Transit operations expenses; and

WHEREAS, there is a local match of $1,631,296.00 required; and

WHEREAS, funding for this grant and the required match have already been accounted for in the approved FY 2015 Budget.

NOW, THEREFORE, Be it resolved by the governing body of the City of Las Cruces:

(I)

THAT the City of Las Cruces is authorized to formally accept the grant award in the amount of $1,920,435.00 from the U.S. Department of Transportation, Federal Transit Administration; Exhibit "A" attached hereto and made part of this resolution.

(II)

THAT the required match of $1,631,296.00 is hereby obligated as per grant requirements.

(III)

THAT the City's FY 2015 budget currently reflects the grant award and the required match.

(IV)

THAT City staff is hereby authorized to do all deeds necessary in the accomplishment of the herein above.

DONE AND APPROVED this _____ day of _____, 20_____.

APPROVED:

_____
Mayor

ATTEST:

_____
City Clerk

(SEAL)

VOTE:
Mayor Miyagishima: _____
Councillor Silva: _____
Councillor Smith: _____
Councillor Pedroza: _____
Councillor Small: _____
Councillor Sorg: _____
Councillor Levatino: _____

Moved by:_____

Seconded by:_____

APPROVED AS TO FORM:

_____
City Attorney

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EXHIBIT "A"

DOT FTA

U.S. Department of Transportation

Federal Transit Administration

Application

Recipient ID:	1580
Recipient Name:	CITY OF LAS CRUCES
Project ID:	NM-90-X129-00
Budget Number:	1 - Budget Pending Approval
Project Information:	5307 funds to be used for City FY15

Part 1: Recipient Information

Project Number:	NM-90-X129-00
Recipient ID:	1580
Recipient Name:	CITY OF LAS CRUCES
Address:	700 N Main St , LAS CRUCES, NM 88001 3512
Telephone:	(575) 541-2500
Facsimile:	(575) 541-2545

Union Information

Recipient ID:	1580
Union Name:	STEELWORKERS UNION
Address 1:	
Address 2:	
City:	, 00000 0000
Contact Name:	
Telephone:	( ) -
Facsimile:	( ) 0-0000
E-mail:	
Website:	

Recipient ID:	1580
Union Name:	UNITED STEELWORKERS OF AMERICA, AFL-CIO/CLC
Address 1:	1880 N. Solano

Address 2:	
City:	Las Cruces, NM 88001
Contact Name:	David Carrillo
Telephone:	(505) -52-3-94
Facsimile:	
E-mail:	dlcarrillo@las-cruces.org
Website:	

Part 2: Project Information

Project Type:	Grant
Project Number:	NM-90-X129-00
Project Description:	5307 funds to be used for City FY15
Recipient Type:	City
FTA Project Mgr:	Tony Ogboli 817-978-0566
Recipient Contact:	Michael Bartholomew 575-541-2537
New/Amendment:	None Specified
Amend Reason:	Initial Application
Fed Dom Asst. #:	20507
Sec. of Statute:	5307-2A
State Appl. ID:	None Specified
Start/End Date:	Jul. 01, 2014 - Jun. 30, 2016
Recvd. By State:	
EO 12372 Rev:	Not Applicable
Review Date:	None Specified
Planning Grant?:	NO
Program Date (STIP/UPWP/FTA Prm Plan) :	Apr. 29, 2014
Program Page:	1 and 2
Application Type:	Electronic
Supp. Agreement?:	Yes
Debt. Delinq. Details:	

Gross Project Cost:	$3,551,731
Adjustment Amt:	$0
Total Eligible Cost:	$3,551,731
Total FTA Amt:	$1,920,435
Total State Amt:	$0
Total Local Amt:	$1,631,296
Other Federal Amt:	$0
Special Cond Amt:	$0
Special Condition:	None Specified
S.C. Tgt. Date:	None Specified
S.C. Eff. Date:	None Specified
Est. Oblig Date:	None Specified
Pre-Award Authority?:	Yes
Fed. Debt Authority?:	No
Final Budget?:	No

Urbanized Areas

UZA ID	UZA Name
353520	LAS CRUCES, NM

Congressional Districts

State ID	District Code	District Official
35	2	Stevan Pearce

Project Details

The City of Las Crucees would like to obligate $1,920,435 of FY14 5307 apportionment in the following amounts:
- Operations $1,554,765
- Security cameras $16,000
- Rolling stock: One fixed route bus replacement 329,660 This vehicles would have a useful life of at least 12 years.

- Maintenance shop equipment - $20,000

Operating assistance will be used for the City fiscal budget year of July 1, 2014 to June 30, 2015.

A copy of the current New Mexico STIP is attached to this request in TEAM and this project is shown on page 1 and 2 as projects TL00010 and TL00013 respectively. Through the MPO, I have requested an administrative adjustment of these two projects to reflect the actual FY14 apportionment.

The bulk of operating expenses go to staff salaries and benefits. However, there are potential contracting opportunities that would involve this grant as noted below. This information is also provided as an attachment to this grant request:

-Vehicle Parts (includes tires) - $225,000
-Major vehicle servicing - $50,000
-Vehicle Cleaning Contract - $96,000
- Security for intermodal center $70,000
- Bus Schedule Printing - $12,000
- Janitorial Services - $30,000-
Uniforms for drivers - $16,000
- Minor office equipment and supplies - $14,000
- Minor tools for vehicle maintenance (floor jacks, compressors, etc.)

The local funding match for this grant comes the City's General Fund and Gas Tax Fund. The Las Cruces City Council approved this match funding in its FY15 City budget on May 5, 2014.

-- Mike Bartholomew

Earmarks

No information found.

Security

No – We will not expend at least 1% of the 5307 funds in this grant application for security purposes.

3. Other, please describe below.

Part 3: Budget

Project Budget

	Quantity	FTA Amount	Tot. Elig. Cost
SCOPE			
113-00 BUS - STATION/STOPS/TERMINALS	0	$16,000.00	$20,000.00
ACTIVITY			
11.32.07 ACQUIRE - SURVEIL/SECURITY EQUIP	0	$16,000.00	$20,000.00
SCOPE			
114-00 BUS: SUPPORT EQUIP AND FACILITIES	0	$20,000.00	$25,000.00
ACTIVITY			
11.42.06 ACQUIRE - SHOP EQUIPMENT	0	$20,000.00	$25,000.00
SCOPE			
300-00 OPERATING ASSISTANCE	0	$1,554,775.00	$3,109,550.00
ACTIVITY			
30.09.01 UP TO 50% FEDERAL SHARE	0	$1,554,775.00	$3,109,550.00
SCOPE			
111-00 BUS - ROLLING STOCK	1	$329,660.00	$397,181.00
ACTIVITY			
11.12.02 BUY REPLACEMENT 35-FT BUS	1	$329,660.00	$397,181.00
		Estimated Total Eligible Cost:	**$3,551,731.00**
		Federal Share:	**$1,920,435.00**
		Local Share:	**$1,631,296.00**

OTHER (Scopes and Activities not included in Project Budget Totals)

	Quantity	FTA Amount	Tot. Elig. Cost
SCOPE			
991-00 SECURITY EXPENDITURES	0	$16,000.00	$20,000.00
ACTIVITY			
11.32.07 ACQUIRE - SURVEIL/SECURITY EQUIP	0	$16,000.00	$20,000.00

No Amendment Funding Source information is available for the selected project

Alternative Fuel Codes

11.12.02	BUY REPLACEMENT 35-FT BUS	Diesel Fuel

Extended Budget Descriptions

11.32.07	ACQUIRE - SURVEIL/SECURITY EQUIP	0	$16,000.00	$20,000.00
This project is to acquire security cameras for transit buildings. Specifically, we would add camera locations to the existing intermodal facility and we would also combine these funds with other grant funds to add security cameras to the operations and maintenance facility yard. This reflects 0.8% of the apportionment and will be used for a project in the transit bus yard. Additionally the bus we intend to purchase with this grant will have security cameras and will and overall we will spend 1% on security.				
11.42.06	ACQUIRE - SHOP EQUIPMENT	0	$20,000.00	$25,000.00
This project will be for acquiring equipment for the maintenance shop.				
30.09.01	UP TO 50% FEDERAL SHARE	0	$1,554,775.00	$3,109,550.00
Operating funding for the City`s FY2015.				
11.12.02	BUY REPLACEMENT 35-FT BUS	1	$329,660.00	$397,181.00
This project will be to replace 1 heavy-duty year 2000 Nova 35-foot fixed route bus that has exceeded its useful life. Parts are becoming very hard to find for this bus and it has frequent mechanical issues. It would be replaced with a 35-foot heavy-duty bus that would have a minimum 12-year life cycle.				
11.32.07	ACQUIRE - SURVEIL/SECURITY EQUIP	0	$16,000.00	$20,000.00
This project is to acquire security cameras for transit buildings. Specifically, we would add camera locations to the existing intermodal facility and we would also combine these funds with other grant funds to add security cameras to the operations and maintenance facility yard. This reflects 0.8% of the apportionment and will be used for a project in the transit bus yard. Additionally the bus we intend to purchase with this grant will have security cameras and will and overall we will spend 1% on security.				

Changes since the Prior Budget

No information found.

Part 4. Milestones

11.32.07 ACQUIRE - SURVEIL/SECURITY EQUIP 0 $16,000 $20,000

	Milestone Description	Est. Comp. Date
1.	Requistion equipment/ work	Sep. 30, 2014
	This is for security cameras that will be installed in the transit maintenance yard. The City has to go with its contracted provider, so this would be a sole source procurment. The equipment must be able to work on the city`s network using the software it has for all of its security cameras.	
2.	Contract Award	Oct. 30, 2014
3.	Contract Complete	Jan. 01, 2015

11.42.06 ACQUIRE - SHOP EQUIPMENT 0 $20,000 $25,000

	Milestone Description	Est. Comp. Date
1.	Obtain quotes	Sep. 30, 2014
	This will be used to acquire equipment for the transit maintenance shop. These will be micro purchasing and only quotes will be obtained.	
2.	Purchase equipment	Nov. 30, 2014
3.	Activity Complete	Feb. 01, 2015

30.09.01 UP TO 50% FEDERAL SHARE 0 $1,554,775 $3,109,550

	Milestone Description	Est. Comp. Date
1.	Initial Expenditure	Jul. 01, 2014
	This will be our City`s FY15 FTA operating funding (July 1, 2014 -June 30, 2015).	
2.	Final Expenditure	Jun. 30, 2015
	Operating funding for city FY2013.	

11.12.02 BUY REPLACEMENT 35-FT BUS 1 $329,660 $397,181

	Milestone Description	Est. Comp. Date
1.	RFP/IFB OUT FOR BID	Sep. 30, 2014
	This will be to purchase a replacement heavy-duty fixed bus. It will be relacing a year 2000 Nova bus that has exceeded its useful life.	
2.	CONTRACT AWARDED	Oct. 30, 2014
3.	FIRST VEHICLE DELIVERED	Feb. 01, 2016
4.	ALL VEHICLES DELIVERED	Feb. 01, 2016
5.	CONTRACT COMPLETE	Mar. 01, 2016

11.32.07 ACQUIRE - SURVEIL/SECURITY EQUIP 0 $16,000 $20,000

	Milestone Description	Est. Comp. Date
1.	RFP/IFB Issued	Sep. 30, 2014
2.	Contract Award	Oct. 30, 2014
3.	Contract Complete	Jan. 01, 2015

Part 5. Environmental Findings

300901 UP TO 50% FEDERAL SHARE 0 $1,554,775 $3,109,550

Finding No. 1 - Class II(c)

C04 - Planning and administrative activity

Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

114206 ACQUIRE - SHOP EQUIPMENT 0 $20,000 $25,000

Finding No. 1 - Class II(c)

C07 - Acquisition, maintenance of vehicles / equipment

Acquisition, installation, rehabilitation, replacement, and maintenance of vehicles or equipment, within or accommodated by existing facilities, that does not result in a change in functional use of the facilities, such as: equipment to be located within existing facilities and with no substantial off-site impacts; and vehicles, including buses, rail cars, trolley cars, ferry boats and people movers that can be accommodated by existing facilities or by new facilities that qualify for a categorical exclusion.

113207 ACQUIRE - SURVEIL/SECURITY EQUIP 0 $16,000 $20,000

Finding No. 1 - Class II(c)

C05 - Action promoting safety, security, accessibility

Activities, including repairs, replacements, and rehabilitations, designed to promote transportation safety, security, accessibility and effective communication within or adjacent to existing right-of-way, such as: the deployment of Intelligent Transportation Systems and components; installation and improvement of safety and communications equipment, including hazard elimination and mitigation; installation of passenger amenities and traffic signals; and retrofitting existing transportation vehicles, facilities or structures, or

upgrading to current standards.

Finding Details:

111202 BUY REPLACEMENT 35-FT BUS 1 $329,660 $397,181

Finding No. 1 - Class II(c)

C07 - Acquisition, maintenance of vehicles / equipment

Acquisition, installation, rehabilitation, replacement, and maintenance of vehicles or equipment, within or accommodated by existing facilities, that does not result in a change in functional use of the facilities, such as: equipment to be located within existing facilities and with no substantial off-site impacts; and vehicles, including buses, rail cars, trolley cars, ferry boats and people movers that can be accommodated by existing facilities or by new facilities that qualify for a categorical exclusion.

113207 ACQUIRE - SURVEIL/SECURITY EQUIP 0 $16,000 $20,000

Finding No. 1 - Class II(c)

C05 - Action promoting safety, security, accessibility

Activities, including repairs, replacements, and rehabilitations, designed to promote transportation safety, security, accessibility and effective communication within or adjacent to existing right-of-way, such as: the deployment of Intelligent Transportation Systems and components; installation and improvement of safety and communications equipment, including hazard elimination and mitigation; installation of passenger amenities and traffic signals; and retrofitting existing transportation vehicles, facilities or structures, or upgrading to current standards.

Part 6: Fleet Status

Fixed Route

		Before	Change	After
I.	**Active Fleet**			
	A. Peak Requirement	12	0	12
	B. Spares	6	0	6
	C. Total (A+B)	18	0	18
	D. Spare Ratio (B/A)	50.00%	0.00%	50.00%
II.	**Inactive Fleet**			
	A. Other	0	0	0
	B. Pending Disposal	0	0	0

	C. Total (A+B)	0	0	0
III.	**Total (I.C and II.C)**	18	0	18

Other

		Before	Change	After
I.	**Active Fleet**			
	A. Peak Requirement	7	1	8
	B. Spares	0	0	0
	C. Total (A+B)	7	1	8
	D. Spare Ratio (B/A)	0.00%	0.00%	0.00%
II.	**Inactive Fleet**			
	A. Other	0	0	0
	B. Pending Disposal	0	0	0
	C. Total (A+B)	0	0	0
III.	**Total (I.C and II.C)**	7	1	8

Other reflect staff and maintenance shop vehicles.

Paratransit

		Before	Change	After
I.	**Active Fleet**			
	A. Peak Requirement	21	0	21
	B. Spares	7	0	7
	C. Total (A+B)	28	0	28
	D. Spare Ratio (B/A)	33.33%	0.00%	33.33%
II.	**Inactive Fleet**			
	A. Other	0	0	0
	B. Pending Disposal	0	0	0
	C. Total (A+B)	0	0	0
III.	**Total (I.C and II.C)**	28	0	28

We are requesting to replace 1 aging fixed route heavy-duty bus with funding from this grant. It would not increase or decrease our Fleet size.

Part 7. FTA Comments

General Review

Comment Title:	Review Comments

Comment By:	Tony Ogboli
Date Created:	Jun. 02, 2014
Date Updated:	Jun. 02, 2014
Ref Section:	Unknown
Comment:	This grant meets all planning and environmental requirements. 6/2/2014: • Please, include useful life statement for new and replacement vehicles in extended text section of the budget description • List security related projects in project budget and summarized in non-add scope 991 for 5307 grants

Comments to DOL

Comment Title:	New Comment
Comment By:	Tony Ogboli
Date Created:	Jun. 02, 2014
Date Updated:	None Specified
Ref Section:	Unknown
Comment:	The Federal Transit Administration's (FTA) projected timetable for acting upon the subject grant is 35 days from the date of this application. In order to meet the timetable, Department of Labor certification is requested not later than two weeks prior to that date. Please establish a time schedule for negotiations pursuant to 29 DFR 215.3(d). Based on the time deadlines in the 12/7/95, DOL guidelines, please advise us of the 49 USC sec 5333(b) terms and conditions for inclusion in the grant contract. Person to notify at FTA: Tony Ogboli, Community Planner 819 Taylor Street Room 8A36 Forth Worth, TX 79102 Phone 817-978-0566 tony.ogboli@dot.gov Grantee Contact: Mike Bartholomew, RoadRUNNER Transit Administrator City of Las Cruces, NM Phone (575) 541-2500 MBartholomew@las-cruces.org

Part 8: Results of Reviews

The reviewer did not find any errors