



**EAST-WEST GATEWAY**

Council of Governments

Creating Solutions Across Jurisdictional Boundaries

**MEMORANDUM**

**TO: Missouri Transportation Planning Committee**

**FROM: East-West Gateway Staff**

**DATE: February 23, 2017**

**SUBJECT: Wednesday, March 8, 2017 meeting**

The next meeting of the Missouri subcommittee of the Transportation Planning Committee (TPC) is scheduled for **Wednesday, March 8, 2017 at 2:00 p.m. at East-West Gateway Council of Governments offices.** (Reminder parking is available at Stadium-East Garage)

If you have any questions or concerns regarding the enclosed materials or the upcoming meeting please contact EWGCOG. The agenda for the meeting is as follows:

**AGENDA**

1. Call to order
2. Great Streets Project Selection – Paul Hubbman, EWG
3. CMAQ and STP-S Application Summary – Jason Lange, EWG
4. Section 5310 Project Recommendations – Rachael Pawlak,  
**EWG – Action Item**
5. Reasonable Progress – Melissa Theiss, EWG
6. Other Business
  - Next meeting scheduled for Wednesday, April 5, 2017 at 2 PM

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John Nations  
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# Missouri Transportation Planning Committee

## Meeting Notes

**March 2017**

The Missouri Transportation Planning Committee (TPC) Meeting was held in the Council offices on Wednesday, March 8, 2017 at 2:00 p.m.

### Members in Attendance

Wesley Stephen, MoDOT

Rich Bradley, City of St. Louis

Ted Medler, St. Louis County

Ron Williams, Franklin County

Chris Ehlen, Jefferson County

Craig Tajkowski, St. Charles County

Jessica Medford-Miller, BSDA/Metro

Tracy Beidleman, BSDA/Metro

Steve Ables, St. Louis County Municipal League

### Members Absent

Amanda Brauer, St. Charles County

Greg Smith, St. Louis Regional Chamber

Grace Kyung, Trailnet

Mike Henderson, MoDOT

Maurice Falls, City of St. Louis

### Others in Attendance:

John Kohler, City of St. Louis

Jackie Covington, BSDA/Metro

EWGCOG Staff:

Jason Lange, Larry Grither, Melissa Theiss, Rachael Pawlak, Anna Musial, Paul Hubbman

CALL TO ORDER

The meeting was called to order by Ron Williams, Chair.

ITEMS

**Great Streets Project Selection** – Paul Hubbman announced the upcoming round of Great Streets applications. The program has been running for ten years and has done thirteen projects. Funding and resources have been identified to do one large project in Missouri next year. EWG would like as many applications as possible, to have a larger pool for selection. The principles of Great Streets were summarized, with the overall goal of creating streets that serve a wider range of functions other than just moving traffic, and changing the way people think about streets and public spaces.

EWG hopes to find places/projects that have a reasonable expectation of success. The end product of the plan will include cost, phasing, and implementation priorities. EWG is serious about building plans and helping the community move forward. Sponsors need to be willing to work with EWG, be active during the process, and provide a 20% local match. A call for projects will be issued Thursday, March 23. A symposium will be held a couple weeks after that to help sponsors put together their applications and align their projects with the program. Once applications are due, EWG staff will review and make a determination. Actual work on the projects will be from October 2017 through June 2018.

Q: John Kohler – How many projects do you anticipate being awarded up to \$500,000 for the whole eight-county metro area?

A: Paul Hubbman – For next fiscal year, it will be one.

Q: Ron Williams – Who is eligible to be a sponsor?

A: Hubbman – Anyone who can provide the match and logistical support can be the sponsor. Usually it's the municipalities, but sometimes it's the local business district. The West Florissant project had three entities as the sponsor. For the Pagedale project, Pagedale partnered with Beyond Housing, so there are a variety of options.

Q: Ted Medler – Can extending out the time frame be considered? Concerned that many applicants will ask the County for arrangements/agreements at the last minute.

A: Hubbman – Due to restrictions on our funding source, we cannot extend the application dates. Commitment of match funding has to be in place prior to contracts with consultants, but some sort of agreement is needed before that.

**CMAQ and STP-S Application Summary** – Jason Lange summarized the applications received for Congestion Mitigation & Air Quality (CMAQ) and Surface Transportation Program (STP-S) funding. Applications were due last Thursday, March 2. In Missouri, for STP-S we received 98 applications totaling \$97 million requested, and there is approximately \$35 million available. For CMAQ, we received 24 applications totaling \$29 million requested, and there is approximately \$20 million available. We are still finalizing the numbers, so those amounts might change a bit. We will have a better break-down next month, and all project information will be verified before it goes online for public comment. Projects will be online for public comment from March 14 until mid-April. EWG staff will evaluate projects and recommendations will be presented at the May 3 TPC meeting. Recommendations will then go to the Board of Directors in June, open houses and public comment period will be held in July, and final approval by the Board is expected in August.

Q: Ted Medler – When did you say the public comment period opens?

A: Jason Lange – It will start March 14 and end mid-April. Once applications are verified, sponsors can confirm the information before it goes online. A project summary and cost will be online for public comment.

Q: John Kohler – On last year's TAP, did the number of public comments factor into the scoring, and will that be impacting STP-S this year?

A: Jason Lange – Public comments do not factor into the evaluation. If there is substantial negative feedback, we may re-evaluate the application or ask for additional information from the sponsor. There are no points for positive comments.

**Section 5310 Project Recommendations – Action Item** – Rachael Pawlak presented the project recommendations for Section 5310 funding. The Section 5310 Program provides funding for transportation projects that help improve the mobility of seniors and individuals with disabilities. Section 5310 funds are apportioned to the St. Louis urbanized area (UZA), which is not the entire MPO area. Federal law requires that not less than 55% of the Section 5310 funding be spent on Traditional projects, which include the capital acquisition of buses or vans. The other 45% may be used for the New Freedom Type projects, which include capital or operating projects that exceed the requirements of the ADA, improve access to fixed-route service, or provide alternatives to public transportation. A 20% local match is required for the capital and mobility management projects and a 50% local match is required for the operating projects. Eligible sponsors include non-profit organizations, local government authorities, and operators of public transportation services.

EWG released a solicitation in November 2016 for both the Traditional projects in the Missouri portion of our UZA, and the New Freedom Type projects in the Missouri and Illinois portions of our UZA. The applications were due on January 17, 2017. The Illinois Department of Transportation (IDOT) is responsible for the solicitation and selection of the Traditional projects in the Illinois portion of our UZA. IDOT released a call for

projects for the Traditional program on March 1, and applications are due to IDOT on May 31.

EWG received 20 Traditional applications, requesting 67 vehicles and totaling \$2.59 million in federal funding. One Traditional application was submitted by an ineligible sponsor, therefore that application was not considered for funding. EWG received 14 New Freedom Type applications, totaling \$3.75 million federal. Two New Freedom Type applications were submitted by an ineligible sponsor, and four New Freedom Type applications requested funding for mobility management, but the proposed project did not fit within the definition of mobility management. Therefore, those six applications were not considered for funding. The combined total amount of the Section 5310 requested is \$6.34 million federal. Approximately \$2.49 million in Section 5310 funds were available for this solicitation, so it was a competitive cycle.

The 5310 projects were evaluated by EWG staff using the criteria established in the 2016 Board approved CHSTP. To meet the 55% requirement, EWG staff first evaluated and ranked the Traditional applications. Once the Traditional threshold was met, EWG staff then evaluated and ranked the New Freedom Type applications using the same selection criteria. EWG staff is recommending the approval of 35 vehicles requested by 15 service providers, totaling \$1.337 million in Traditional funding. EWG staff is also recommending the approval of 5 projects utilizing \$1.152 million in New Freedom funding. The recommendations will be presented to the EAC and Board at the end of the month for approval and inclusion in the Transportation Improvement Program (TIP).

Q: Ron Williams – How is the number of vehicles requested versus recommended determined?

A: Rachael Pawlak – Typically, projects that rank below fifty-five points are not recommended for funding. For projects that do score above fifty-five points, it is important to make sure that funding is equitably distributed between the providers. The application asks if the sponsor is willing to accept less than the amount applied for.

Q: Williams – Was there a defined amount of funding amount available for New Freedom versus Traditional?

A: Pawlak – We have a formula in place to distribute the funds. First, we have to divide it between Missouri and Illinois, which is based on the percentage of seniors and persons with disabilities in those areas. Once we distribute by state, then we break down the 55% for Traditional. Usually we will go a little over 55% because if we do not meet that, then we are not able to program. The formula is detailed in the program management plan.

Move – Ted Medler, Second – Jessica Mefford-Miller. Motion carries.

**Reasonable Progress** – Melissa Theiss gave an update on the FY17 Reasonable Progress report. In February, six projects obligated \$3.3 million in federal funding. This is the largest monthly dollar amount obligated so far this fiscal year. That means 14% of projects and 7% of funds have obligated so far this year. It was clarified that the scheduled obligation dates in the report are based on the dates in the development schedule that is submitted by the sponsor and are not a deadline for obligation of funds. The only firm deadlines for obligation are September 30 for regular projects, or June 30 for projects that received a schedule extension the previous year. Language in the report has been updated to reflect this clarification.

**Other Business –**

Transportation Alternatives Program (TAP) – Rachael Pawlak announced the upcoming TAP solicitation. Applications will go online on April 4 and will be due June 19. There will be a workshop held in mid-April, with the final date to be announced soon. The public comment period will likely be in August and final recommendations in September, with funds programmed in FY18.

General - Jason Lange reminded everyone to please sign-in. Schedule extension requests will be sent out at the end of April and will be due June 1.

Missouri's Blueprint - A Partnership Toward Zero Deaths – Anna Musial announced that the Missouri Blueprint is complete and copies are available. It outlines strategies for safety improvements for different project types, from engineering, education, and enforcement. There is also data in the back for the EWG area, so it can be helpful in completing STP-S applications.

The next meeting is scheduled for Wednesday, April 5, 2:00 pm but will be rescheduled due to the Cardinals home game that day.

**Meeting Adjourned.**





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**Executive Director**  
James M. Wild

**To:** Missouri Transportation Planning Committee

**From:** EWG Staff

**Date:** March 2, 2017

**Subject:** Section 5310 Project Recommendations

The Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Program provides funding to help improve the mobility of seniors and individuals with disabilities by removing barriers to transportation services and expanding the available transportation options. Section 5310 funds are apportioned to the St. Louis, MO-IL Urbanized Area (St. Louis UZA). Federal law requires that not less than 55 percent of the Section 5310 funds be available for the Section 5310 Traditional projects and the remaining 45 percent may be used for the New Freedom Type projects. Ten percent of the total fiscal year apportionment may be used to fund program administration costs.

Section 5310 Traditional projects include the acquisition of expansion or replacement buses and vans, and support facilities and equipment for Section 5310-funded vehicles. New Freedom Type projects include 1) public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA) of 1990, 2) public transportation projects that improve access to fixed-route service, and 3) alternatives to public transportation that assist seniors and individuals with disabilities. The Section 5310 Program requires a 20 percent local match for capital and mobility management projects and a 50 percent local match for operating projects. Eligible sponsors include non-profit organizations, local government authorities, and operators of public transportation services.

Section 5310 projects selected for funding must be included in a locally developed, coordinated public transit-human services transportation plan. The East-West Council of Governments (EWG) Coordinated Human Services Transportation Plan (CHSTP) was updated and approved by the Board of Directors in June 2016 in accordance with the federal requirements. The CHSTP includes an assessment of the transportation needs for seniors and individuals with disabilities, an inventory of the known transportation services in the St. Louis region, prioritized strategies to meet the identified transportation needs, and criteria for the competitive selection of Section 5310 projects.

EWG, a co-designated recipient of the Section 5310 Program, is responsible for conducting the solicitation and competitive selection process of the Section 5310 Traditional projects in the Missouri portion of the St. Louis UZA and the New Freedom Type projects in both the Missouri and Illinois portions of the St. Louis UZA. The Illinois Department of Transportation (IDOT) is responsible for conducting the solicitation and competitive selection

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process of the Section 5310 Traditional projects in the Illinois portion of the St. Louis UZA. On March 1, 2017, IDOT released a solicitation for Section 5310 Traditional applications. Applications are due to IDOT on May 31, 2017.

**Distribution of Section 5310 Funds**

EWG uses a formula to determine the distribution of Section 5310 funds. The Section 5310 funds are first divided between the Missouri and Illinois portions of the St. Louis UZA based on the percentage of seniors and individuals with disabilities that live in the geographical areas. The funds that are allocated to each state are then divided between the project types, with at least 55 percent of each Missouri’s and Illinois’ allocation devoted to Section 5310 Traditional projects and the remaining funds devoted to the New Freedom Type projects. Up to ten percent of the Section 5310 funding is devoted to program administration costs. The formula is detailed in the Section 5310 Program Management Plan.

**2017 Solicitation for Section 5310 Applications**

EWG released a solicitation on Wednesday, November 30, 2016 for projects seeking Section 5310 funding, and project applications were due on Tuesday, January 17, 2017. Approximately \$2.49 million in FY2015, FY2016, and FY2017 Section 5310 funds were available for this solicitation. EWG staff hosted a Section 5310 Informational Workshop, in conjunction with the Missouri Department of Transportation (MoDOT) and Bi-State Development, on Tuesday, December 13, 2016 to clarify program requirements, application procedures, and project selection criteria. EWG staff also provided technical assistance to project sponsors and answered inquiries throughout the solicitation process.

At the conclusion of the solicitation period, EWG staff received 20 Section 5310 Traditional applications, requesting 67 vehicles and totaling \$2,593,724 in federal funds. One Traditional application was submitted by an ineligible sponsor, therefore the application was not considered for funding. EWG staff received 14 New Freedom Type applications, totaling \$3,750,042 in federal funds. Two New Freedom Type applications were submitted by an ineligible sponsor, and four New Freedom Type applications requested funding for mobility management, but the proposed projects did not fit within the definition of mobility management. Therefore, those six New Freedom Type applications were not considered for funding. The combined total amount of Section 5310 federal funds requested is \$6,343,766.

**Review and Selection Process**

EWG staff first screened all applications for applicant eligibility and project/activity eligibility. The selection criteria (shown below) are derived from the CHSTP planning process, and include a point value of 100 points. To meet the 55 percent requirement, EWG first evaluated and ranked the Section 5310 Traditional applications. Once the Section 5310 Traditional funding threshold was met, EWG staff then evaluated and ranked the New Freedom Type applications using the same selection criteria.

**Selection Criteria for Section 5310 Funding**

<b>Criterion</b>	<b>Maximum Points</b>
Responsiveness to CHSTP Gaps and Strategies	25
Sponsor Experience and Management	25
Coordination among Agencies	20
Benefits to Target Population	20
Project Budget	5
Marketing and Promotion	5

EWG staff reserves the option to limit the number of vehicles recommended for each project sponsor or the amount of funding recommended for each project. Any limit is based on the amount of funds

available. EWG staff considers the viability of a project with less funding than requested. In addition, applications that score below 55 points are generally not competitive for Section 5310 funding.

**Recommended Projects**

EWG staff is recommending the approval of 35 vehicles requested by 15 service providers, totaling \$1,337,306 in Section 5310 Traditional funds. EWG staff is also recommending the approval of five projects utilizing \$1,152,837 in New Freedom Type funding. The recommended projects will be presented to the Board of Directors for final approval at its Wednesday, March 29, 2017 meeting.

**Staff Recommendation:** EWG staff recommends the approval of the Section 5310 projects identified on Attachment A, Attachment B, and Attachment C.

**Attachment A: Section 5310 Traditional – Missouri UZA**

**Recommended for Funding**

Project Sponsor (# Vehicles Requested/Recommended)	Score Total (100)	Requested Federal	Recommended Federal	Total Project Cost	Cumulative Federal Cost
OATS, Inc. (13/8)	91	\$614,721	\$384,266	\$480,340	\$384,266
Disability Resource Association, Inc. (2/2)	89	\$59,572	\$59,572	\$74,466	\$443,838
Jefferson County Developmental Disabilities Resource Board (2/2)	82	\$92,182	\$92,182	\$115,228	\$536,020
NextStep for Life, Inc. (6/5)	81	\$178,716	\$148,930	\$186,165	\$684,950
Community Living, Inc. (9/6)	80	\$299,544	\$210,186	\$262,737	\$895,136
Gateway Chapter Paralyzed Veterans of America (1/1)	80	\$45,048	\$45,048	\$56,311	\$940,184
Jefferson County Community Partnership, Inc. (2/1)	74	\$97,380	\$48,690	\$60,863	\$988,874
Emmaus Homes, Inc. (5/3)	73	\$143,595	\$86,157	\$107,697	\$1,075,031
Independence Center (2/1)	72	\$70,102	\$29,786	\$37,233	\$1,104,817
St. Louis Arc, Inc. (2/1)	72	\$57,438	\$28,719	\$35,899	\$1,133,536
Compass Health, Inc. d/b/a Crider Health Center (2/1)	69	\$88,532	\$44,266	\$55,333	\$1,177,802
Pony Bird, Inc. (1/1)	68	\$42,240	\$42,240	\$52,800	\$1,220,042
The Center for Head Injury Services (2/1)	64	\$59,572	\$29,786	\$37,233	\$1,249,828
Cardinal Ritter Senior Services (1/1)	63	\$46,168	\$46,168	\$57,711	\$1,295,996
St. Elizabeth Adult Day Care Center, Inc. (2/1)	58	\$82,620	\$41,310	\$51,638	\$1,337,306

**Not Recommended for Funding**

Project Sponsor (# Vehicles Requested/Recommended)	Score Total (100)	Requested Federal
All About Family I (1/0)	45	\$29,786
Present Help Ministries (2/0)	31	\$90,812
Amanda Luckett Murphy Hopewell Center (4/0)	24	\$177,876
People's Community Action Corporation (4/0)	18	\$158,910
St. James MB Church (4/0)	13	\$158,910

**Not Eligible for Funding**

Project Sponsor (# Vehicles Requested/Recommended)	Score Total (100)	Requested Federal
Open Arms Adult Day Care Center (4/0) <sup>1</sup>	Not scored	\$90,280

**Note:** 1. The applicant is not an eligible sub-recipient.

**Attachment B: Section 5310 New Freedom Type – Missouri UZA**

**Recommended for Funding**

Project Sponsor (Project Description)	Score Total (100)	Requested Federal	Recommended Federal	Total Project Cost	Cumulative Federal Cost
Bi-State Development (transit capital, wayfinding improvements)	90	\$632,000	\$615,837	\$769,797	\$615,837
Disability Resource Association, Inc. (1 yr operating assistance, door-through-door demand response service for low-income disabled Jefferson County residents)	82	\$281,178	\$281,178	\$562,357	\$897,015
ITN St. Charles (1 yr operating assistance, volunteer driver program in St. Charles County)	81	\$42,892	\$42,892	\$85,784	\$939,907
ITN St. Charles d/b/a ITN Gateway (1 yr operating assistance, volunteer driver program in St. Louis County)	75	\$32,620	\$32,620	\$65,240	\$972,527

**Not Recommended for Funding**

Project Sponsor (Project Description)	Score Total (100)	Requested Federal
St. Louis County Cab Company, Inc. (10 accessible taxicabs and 3 yrs operating assistance) <sup>1</sup>	76	\$904,662
Jefferson County Community Partnership, Inc. (2 yrs operating assistance, deviated public transit expansion to South County Mall in St. Louis County)	74	\$122,882
Independence Center (3 yrs operating assistance, mobile outreach and transportation continuation for disabled clients)	69	\$180,000
Paraquad, Inc. (3 yrs operating assistance, transportation continuation for disabled clients)	63	\$304,614
All About Family I (3 yrs operating assistance, one-on-one transportation for low-income senior and disabled clients)	39	\$97,813
Amanda Luckett Murphy Hopewell Center (3 yrs operating assistance, new service)	24	\$257,700
People's Community Action Corporation (3 yrs operating assistance, new service)	18	\$257,700
St. James MB Church (3 yrs operating assistance, senior food program)	13	\$257,700

**Not Eligible for Funding**

Project Sponsor (Project Description)	Score Total (100)	Requested Federal
All About Family I (3 yrs mobility management) <sup>2</sup>	Not scored	\$74,181
Amanda Luckett Murphy Hopewell Center (3 yrs mobility management) <sup>2</sup>	Not scored	\$250,419
Open Arms Adult Day Care Center (3 yrs mobility management) <sup>3</sup>	Not scored	\$250,419
Open Arms Adult Day Care Center (3 yrs operating assistance, new service) <sup>3</sup>	Not scored	\$257,700
People's Community Action Corporation (3 yrs mobility management) <sup>2</sup>	Not scored	\$250,419
St. James MB Church (3 yrs mobility management) <sup>2</sup>	Not scored	\$63,710

- Notes:**
1. There are not sufficient Section 5310 funds to support project.
  2. The applicant applied for a mobility management project, but the proposed project is not considered a mobility management type activity.
  3. The applicant is not an eligible sub-recipient.

**Attachment C: Section 5310 New Freedom Type – Illinois UZA**

**Recommended for Funding**

<b>Project Sponsor (Project Description)</b>	<b>Score Total (100)</b>	<b>Requested Federal</b>	<b>Recommended Federal</b>	<b>Total Project Cost</b>	<b>Cumulative Federal Cost</b>
Illinois Center for Autism (3 yrs operating assistance, transportation continuation to support client transportation to employment and community-based programs)	62	\$189,560	\$180,310	\$360,620	\$180,310

**Not Recommended for Funding**

<b>Project Sponsor (Project Description)</b>	<b>Score Total (100)</b>	<b>Requested Federal</b>
Challenge Unlimited, Inc. (3 yrs operating assistance, transportation expansion to support employment services for clients with disabilities)	44	\$188,721