



Committee: Directly to Council
Staff: Glenn Orlin, Senior Analyst
Purpose: To introduce agenda item – no vote expected
Keywords: #transit, seniors, people with disabilities

AGENDA ITEM #3U
June 15, 2021
Introduction

SUBJECT

Supplemental Appropriation to the FY21 Operating Budget, Montgomery County Government, Department of Transportation: Enhanced Mobility of Seniors and Individuals with Disabilities - \$693,526 (source: Federal aid and Transportation Services Improvement Fund)

EXPECTED ATTENDEES

None

BACKGROUND

The Montgomery County Division of Transit Services has been awarded, through the Metropolitan Washington Council of Governments, a Federal Transit Administration Enhanced Mobility of Seniors and Individuals with Disabilities Program Grant. The Enhanced Mobility grant provides funds to expand the Division of Transit Services' travel training program. The grant will be matched with \$138,705 from the Transportation Services Improvement Fund.

This increase is needed to expand transit travel training for seniors and individuals with disabilities. The grant will fund the purchase of a travel training bus and targeted outreach to seniors and individuals with disabilities to encourage participation in travel training activities. Transit Services will engage partner organizations with a strong local presence and aims to reach groups of various language and cultural backgrounds in the County's five regional centers (Bethesda-Chevy Chase, Eastern Montgomery, Mid-County, Silver Spring and Up-County) as well as the City of Takoma Park. The travel training program aligns with the County's goal of becoming an age-friendly community that is accessible to all. The program will directly benefit seniors and individuals with disabilities and lead to the increased use of public transportation.

This report contains:

Executive's transmittal memorandum	©1-2
Draft adoption resolution	©3-4
Grant award letter	©5-7
Racial equity and social justice evaluation	©8

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OFFICE OF THE COUNTY EXECUTIVE

Marc Elrich
County Executive

MEMORANDU

June 9, 2021

TO: Tom Hucker, President, County Council

FROM: Marc Elrich, County Executive 

SUBJECT: Supplemental Appropriation #21-518 to the FY21 Operating Budget
Montgomery County Government
Department of Transportation
Enhanced Mobility of Seniors and Individuals with Disabilities Program
Grant (\$554,821) and Transportation Services Improvement Fund (\$138,705)

I am recommending a supplemental appropriation to the FY21 Operating Budget of the Department of Transportation in the amount of \$554,821. The Montgomery County Division of Transit Services has been awarded through the Metropolitan Washington Council of Governments, a Federal Transit Administration, Enhanced Mobility of Seniors and Individuals with Disabilities Program Grant. The Enhanced Mobility grant provides funds to expand Transit Services' travel training program. The grant will be matched with \$138,705 from the Transportation Services Improvement Fund.

This increase is needed to expand transit travel training for seniors and individuals with disabilities. The grant will fund the purchase of a travel training bus and targeted outreach to seniors and individuals with disabilities to encourage participation in travel training activities. Transit Services will engage partners organizations with a strong local presence and aims to reach groups of various language and cultural backgrounds in the five regional centers (Bethesda-Chevy Chase, Eastern Montgomery, Mid County, Silver, Spring and Up County) of the County as well as the City of Takoma Park. The travel training program aligns with the County's goal of becoming an age-friendly community that is accessible to all. The program will directly benefit seniors and individuals with disabilities and lead to the increased use of public transportation.

Tom Hucker, President, County Council
Supplemental Appropriation #21-518
Page 2 of 2
June 9, 2021

I recommend that the County Council approve this supplemental appropriation in the amount of \$693,526 and specify the source of funds as Federal: Enhanced Mobility of Seniors and Individuals with Disabilities Program Grant, \$554,821 and Transportation Services Improvement Fund, \$138,705.

I appreciate your prompt consideration of this action.

Attachment: Supplemental Appropriation #21-518

cc: Christopher Conklin, Director, Department of Transportation
Jennifer Bryant, Director, Office of Management and Budget

Resolution No: _____
 Introduced: _____
 Adopted: _____

COUNTY COUNCIL
 FOR MONTGOMERY COUNTY, MARYLAND

Lead Sponsor: Council President at the Request of the County Executive

SUBJECT: Supplemental Appropriation #21-518 to the FY21 Operating Budget
 Montgomery County Government
 Department of Transportation
 Enhanced Mobility of Seniors and Individuals with Disabilities Program Grant
 \$554,821 and Transportation Services Improvement Fund, \$138,705

Background

1. Section 307 of the Montgomery County Charter provides that any supplemental appropriation shall be recommended by the County Executive who shall specify the source of funds to finance it. The Council shall hold a public hearing on each proposed supplemental appropriation after at least one week’s notice. A supplemental appropriation that would comply with, avail the County of, or put into effect a grant or a Federal, State or County law or regulation, or one that is approved after January 1 of any fiscal year, requires an affirmative vote of five Councilmembers. A supplemental appropriation for any other purpose that is approved before January 1 of any fiscal year requires an affirmative vote of six Councilmembers. The Council may, in a single action, approve more than one supplemental appropriation. The Executive may disapprove or reduce a supplemental appropriation, and the Council may reapprove the appropriation, as if it were an item in the annual budget.
2. The County Executive has requested the following FY21 Operating Budget appropriation increases for the Department of Transportation:

<u>Personnel Services</u>	<u>Operating Expenses</u>	<u>Capital Outlay</u>	<u>Total</u>	<u>Source of Funds</u>
\$0	\$147,960	\$406,861	\$554,821	Federal: Enhanced Mobility Of Seniors and Individuals with Disabilities Program Grant
\$0	\$36,990	\$101,715	\$138,705	Transportation Services Improvement Fund
<hr/>				
Total: \$0	\$184,950	\$508,576	\$693,526	

3. This increase is needed to expand transit travel training for seniors and individuals with disabilities. The grant will fund the purchase of a travel training bus and targeted outreach to seniors and individuals with disabilities to encourage participation in travel training activities. Transit Services will engage partner organizations with a strong local presence and aims to reach groups of various language and cultural backgrounds in the five regional centers (Bethesda-Chevy Chase, Eastern Montgomery, Mid-County, Silver Spring and Up County) of the County, as well as the City of Takoma Park. The travel training program aligns with the County’s goal of becoming an age-friendly community that is accessible to all. The program will directly benefit seniors and individuals with disabilities and lead to increase use of public transportation.
4. The County Executive recommends a supplemental appropriation to the FY21 Operating Budget in the amount of \$693,526 for expanding transit travel training for seniors and individuals with disabilities and specifies the source of funds will be Federal, Enhanced Mobility of Seniors and Individuals with Disabilities Program Grant, \$554,821 and Transportation Services Improvement Fund, \$138,705.
5. Notice of public hearing was given, and a public hearing was held.

Action

The County Council for Montgomery County, Maryland, approves the following action:

A supplemental appropriation to the FY21 Operating Budget of the Department of Transportation is approved as follows:

<u>Personnel Services</u>	<u>Operating Expenses</u>	<u>Capital Outlay</u>	<u>Total</u>	<u>Source of Funds</u>
\$0	\$147,960	\$406,861	\$554,821	Federal: Enhanced Mobility Of Seniors and Individuals With Disabilities Program Grant
\$0	\$36,990	\$101,715	\$138,705	Transportation Services Improvement Fund
<hr/>				
Total \$0	\$184,950	\$508,576	\$693,526	

This is a correct copy of Council action.

 Selena Mendy Singleton, Esq.
 Clerk of the Council



November 5, 2020

Mr. Sam Oji
Chief, Enhanced Mobility and Senior Services Section
Montgomery County Department of Transportation
101 Monroe Street
5th Floor
Rockville, Maryland 20850

Re: Enhanced Mobility Grant - 2019 Solicitation (Round 4)

Dear Mr. Oji:

I am writing to inform you that Montgomery County Department of Transportation's grant submission for the Montgomery County Travel Training Program Expansion project was approved by the Federal Transit Administration (FTA). The amount of the award is confirmed as \$554,821 Federal and \$138,705 match for a project total of \$693,526.

This letter provides information and outlines the final steps to be completed in order for Montgomery County Department of Transportation to receive FTA funds and enter into a subgrant agreement with COG. Please submit any requested items to Lynn Winchell-Mendy at lmendy@mwkog.org at your earliest convenience to avoid a delay in project start:

1. Additional items

- A.** All subrecipients of Enhanced Mobility grant funding who provide direct transportation services must be registered with COG's regional clearinghouse of transportation providers, Reach a Ride. Please confirm that your agency's transportation programs are included by visiting <http://www.reacharide.org/> or contacting 855-REACH-A-RIDE (855-732-2427).
- B.** Please send confirmation of FTA approval of your Title VI Program when it is received.

2. Items Related to Vehicle Order – Please be advised that COG has elected not to do a Budget Revision with FTA to reflect actual vehicle costs now. COG will pursue the revision later to ensure that all funds allocated for the fiscal year are spent. Remember, funds in your vehicle line item that exceed your order cannot be used for other purposes.

A. Vehicle Maintenance Plan – Please provide a vehicle maintenance plan that meets Federal requirements/includes:

- types and intervals for preventative maintenance
- responsible parties and their role
- preventative maintenance schedules
- warranty repairs and tracking
- how repairs/maintenance is documented

Mr. Sam Oji
November 5, 2020

- B. Certificate of Insurance** – Before vehicles can be ordered, COG requires a Certificate of Insurance confirming sufficient coverage and showing COG as additional insured. Per the Project Assurances you previously signed, COG requires \$1.5 million in auto liability & \$1.5 million in general liability coverage.
- C. Match** – An invoice for 20% of your vehicle order total will be sent once the order has been confirmed and placed. COG will wait until match is received from all grantees before proceeding with vehicle orders.

3. Procurement Procedures

As a reminder, procurement activities for items other than vehicles are the responsibility of the subrecipient and are subject to Federal procurement requirements. Please review the attached Procurement Procedures document for informational purposes. Any budgeted items that fall into procurement Category II requires COG concurrence. Category III procurements require COG's involvement during each step. Any Federal funds contracted out also require reporting to FTA through COG's semi-annual DBE reporting process.

4. Contract

Contracts are in-process. The date the new contract is signed by COG will be your project start date. Please remember that the Enhanced Mobility program operates on a reimbursement basis. No program costs can be reimbursed if incurred before the subgrant agreement is fully executed by both parties.

5. Required Grantee Training

A **mandatory** grantee training will be held virtually on **Wednesday, December 2, 2020 from 1:00pm – 3:00pm**. The training will include important information on FTA compliance requirements such as reporting and site visits, an overview of the process for submitting an invoice to COG for reimbursement, an introduction to COG's DBE reporting platform, and other details pertinent to your award. Please plan for 1-3 staff members who will have a role in your project to attend. If you haven't already, please **RSVP** to Lynn Winchell-Mendy (lmendy@mwkog.org or 202.962.3253).

Due to a variety of factors, vehicle orders will not be addressed at the 2020 Grantee Training. A separate training on vehicle acquisition will occur in early 2021.

Lynn Winchell-Mendy will remain your main contact. Please do not hesitate to reach out with any questions or concerns regarding your project or any of the information and requirements set forth above. We look forward to working with you on this project.

Sincerely,



Kanathur Srikanth
Director, Department of Transportation Planning

Mr. Sam Oji
November 5, 2020

cc: Nicholas Ramfos, Director, Transportation Operations Programs
Daniel Sheehan, Transportation Program Operations Manager
Lynn Winchell-Mendy, Transportation Planner IV

Attachments

Procurement Procedures

Racial Equity and Social Justice

Please use this template to explain how a supplemental appropriation promotes racial equity and social justice in Montgomery County.

Question # 1: Who is benefiting? Explain and provide backups to support your answer.

The Montgomery County Travel Training Program Expansion will engage partner organizations with a strong local presence and aims to reach groups of various language and cultural backgrounds in five regional centers of the county (Bethesda-Chevy Chase, Eastern Montgomery, Mid County, Silver Spring and Up County) as well as the City of Takoma Park. The program aligns with the County's goals of becoming an age-friendly community that is accessible for all. These efforts will directly benefit senior citizens and people with disabilities in the aforementioned areas and subsequently increase the use of public transportation in the County - reducing congestion and pollution, building a healthier community overall.

Question # 2: Who is burdened? Explain and provide backups to support your answer.

n/a

Question # 3: Does the initiative/program receiving the supplemental appropriation reduce racial inequities in the County? If yes, please tell us how.

Our Enhanced Mobility and Senior Services Section focuses solely on programs, transportation services, options and resources which enhance the mobility for seniors and individuals with disabilities.

Question # 4: Are there any potential disproportionate effects on communities of color or low-income?

No.