

Application Instructions	<u>Application Instructions</u>
Agency Name	Webb County Community Action Agency
Person to be contacted regarding this application	
First Name *	Roberto
Last Name *	Martinez Jr.
Phone Number *	(956) 722-6100
Email Address *	romartinez@webbcountytx.gov
By checking this box, you are indicating that the service profile for this organization is accurate. *	<input checked="" type="checkbox"/>
Project Service Area *	Urban <input checked="" type="checkbox"/> Rural

If "Urban" is selected, please select the urbanized area.

General Information

1. Describe the proposed project(s) for which the funds will be used. *

Funding will be used to promote and provide general public transportation services to the non-urbanized population in the areas of Highway 359 to Bruni, Texas, making stops in Pueblo Nuevo, Mirando City, Oilton and towns of Rio Bravo and El Cenizo, Texas on South Highway 83. Also, to help service the needs of the public in rural areas by and through preventive maintenance and/or technical support to help accommodate the general public in the rural areas of Webb County which encompasses persons with no automobile, lack of driver's license (due to age or driving infractions), infirmity due to age and the physically and mentally disabled. The funding amount of \$282,323 will be dispersed in the amounts of \$141,162.00 in administration and \$141,161.00 in operations. The funding amount for operations in which the majority will be used as preventive maintenance and fuel with the operating hours of Monday thru Saturday starting at 5:30am to 8:30pm and Sundays from 7am to 7pm.
2. Provide a description of how the need/demand for the proposed project(s) was determined. *

The need/demand was determined with the purpose to provide access to the unrestricted overall public in non-urbanized areas of Highway 359 to Bruni, Texas, making stops in Pueblo Nuevo, Mirando City, Oilton and towns of Rio Bravo and El Cenizo, Texas on South Highway 83; particularly those whose trips are not subsidized by another funding source. Being the sixth largest county in the state, our services extend through the county on a daily basis with transportation services being provided to all areas of Webb County where local support and the demand for those services do not exist. The funding amount of \$141,161.00 in operations will be used in combination for Demand Response and Preventive Maintenance with the operating hours of Monday thru Saturday starting at 5:30am to 8:30pm and Sundays from 7am to 7pm. Operational monies are shared for the production of proposals.
3. Describe the anticipated benefits of the project. *

The anticipated benefits of providing transportation to the rural areas of Highway 359 to Bruni, Texas, Pueblo Nuevo, Mirando City, Oilton and towns of Rio Bravo and El Cenizo, Texas on Highway 83 will be assisting the general public in obtaining services to and from employment, education, shopping, recreation, health care, etc. Also professional, cost effective, efficient, coordinated passenger transportation services using the most efficient combination of financial and other resources; targeting the general population including elderly and the disadvantaged. These routes are served by a fleet of 16. We also anticipate expanding and/or improving funded transportation services to all areas of Webb County where local support and the demand for those services exist to transport using 15 to 25 passenger buses. In addition, providing operational and technical assistance and develop improved public transportation services in partnership with other transit agencies. Furthermore, these services will benefit the department from collected fares. Fares are projected every year at the 87k; however revenue surpasses the projected amount by fifteen percent.
4. Identify and describe methods to procure goods and/or services related to this project.

The acquisition of goods will be done by following the procurement process set in place by Webb County and TxDOT. This includes using assigned vendors and the PTN- 124 Procurement Monitoring Form when required.
5. If vendors have been previously selected, complete the following (press the save button for additional rows).

Vendor Name	Description of goods/services
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6. Is the proposed project is consistent with continuing, cooperating, and comprehensive regional transportation planning implemented in accordance with 49 U.S.C. §5301? *

✓ Yes No

Vehicle Projects

Vehicle projects include the purchase, rebuild and overhaul of vehicles.

1. Are Vehicle Capital expenses parts of the proposed project? *
Yes No

2. Describe the scope of the project: for the purchase of a vehicle, identify if the vehicles will be used for expansion or replacement; for rebuild or overhaul, identify the vehicles to be rebuilt/overhauled or describe them by vehicle type. *

3. For each separate vehicle project, describe the need for the project. Specifically, identify how the project was selected and what service improvements and/or project benefits are to be addressed (press the save button for additional rows). *

Vehicle Project Description

Description of Project Need, Selection and Benefit

4. If vehicles are proposed to be purchased, will the vehicles be ADA accessible. *
Note1: A non-accessible vehicle requires a "waiver" with the Public Transportation Coordinator's endorsement prior to entering into a grant agreement.
Note2: All fixed route service vehicles are required by FTA to be accessible and will not be granted waivers .

If no, please upload an approved copy of Form PTN-116 Request to Purchase Non-Accessible Vehicle(s) in the field provided below.

Yes No N/A

Form PTN-116 upload

Other Capital

Other Capital includes, but is not limited to: shop equipment, communication and computer equipment, hardware and/or software, preventive maintenance, purchase of service, and other miscellaneous equipment. (Program limitations may apply.)

5. Are Other Capital expenses part of the proposed project description? *
Yes No

6. Describe the scope of the Other Capital project in detail. *

7. Describe the need for the Other Capital project. Specifically, identify how the project was selected and what service improvements and/or project benefits are to be addressed. *

Attachments

Please upload any additional documentation that you feel may be relevant to this application.

Description

Upload

Route Schedule

https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/725230_334030_1-routeschedule.pdf

Route Maps

https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/725230_334030_2-routesmaps.pdf

Construction and Rehabilitation Projects

Construction and Rehabilitation Projects can include the following phases:

Planning, Preliminary Engineering (including environmental review), Final Design and Real Estate Acquisition, Construction/Rehabilitation.

1. Are Construction and/or Rehabilitation related expenses part of the proposed project? *

Yes No

As an authorized official of the Webb County Community Action Agency

I certify to the following:

- 1.The information presented in the application is true and accurate to the best of my knowledge.
- 2.The organization has the resources and technical capacity to support the project.
- 3.The organization has the resources and technical capacity to support the project.
- 4.The organization has the resources and technical capacity to provide the required match.
- 5.The organization uses generally accepted accounting standards for its financial recordkeeping functions.
- 6.The organization will participate in a continuous, comprehensive dialogue throughout the life of the project.
This includes but is not limited to:
 - On-Site monitoring by TxDOT personnel
 - Timely submission of required reports
 - Timely written notification of events that will affect the outcome of the project
- 7.The organization will comply with all applicable federal, state, and local laws and regulations.
This includes but is not limited to:
 - Annual Certifications and Assurances
 - Master grant agreements
 - Project grant agreements
 - Applicable federal program circulars and similar federal and state guidance
- 8.Applicant Affirmation: Compensation has not been received for participation in the preparation of the specifications for this call for projects.

✓ By checking and completing this document I certify that the above statements are true and that I have the authority to sign this document.

Name

Marissa Arce

Title

Senior Transit Program Assistant

Date

2/25/2019

Agency Name Webb County Community Action Agency
 Program Type 5311

Does this budget include indirect costs? *
 If yes, please enter the Indirect Rate
 Yes No

Attachments
 If this budget includes In-Kind funds
 please upload supporting documentation.
 When entering budget line items, fill out a row and then press the save button for additional rows.

Description	Upload

Description	Scope	# of Units	Award Amount	State Match	Local Match	In-Kind Match	Total Funds	Match Ratio	TDC
Project Administration - 11,79.00	620-00	1	\$153,162	\$129,161	\$38,291	\$0	\$191,453	0	0
Operating - 30,09.01	300-00	1	\$129,161	\$129,161	\$38,291	\$0	\$258,322	0	0
Subtotal:			\$282,323	\$129,161	\$38,291	\$0	\$449,775		0