



# **FYE 2016 Transportation Fund For Clean Air Regional Fund**

## **Application Workshop for Electronic Bicycle Locker Program**

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# Webinar Information



This webinar is being recorded.

Copies of presentations will be posted to the Program Website after the webinar.

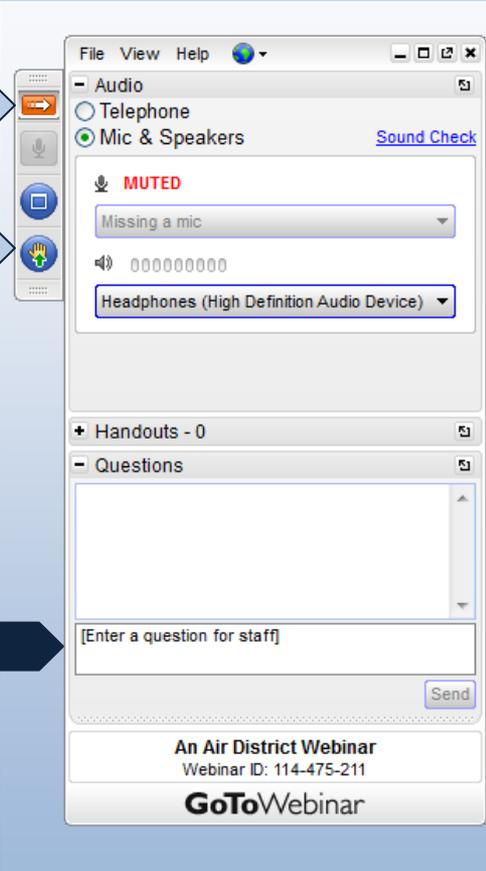
Type in questions using the questions box here.

Questions will be answered at the end of the presentation.

Show/Hide Control Panel

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Questions Box





- Introduction:
  - Bay Area Air Quality Management District (BAAQMD)
  - Transportation Fund for Clean Air Program (TFCA)
  - BAAQMD Bicycle Projects
- Electronic Bicycle Locker Program
  - Key Program Highlights
  - Policy #31
  - Other Program Requirements
  - How to Apply
- Q & A



# Bay Area Air Quality Management District (BAAQMD)



- **Established in 1955**
- **7 million residents**
- **5.5 million registered on-road vehicles**
- **9 Counties**

**Mission:** To protect and improve public health, air quality, and the global climate



# Transportation Fund for Clean Air Program (TFCA)



- Funding from \$4 surcharge on motor vehicles for projects that reduce on-road vehicle emissions (1991)
- 60% of TFCA funds awarded directly by BAAQMD:
  - BAAQMD led projects and programs
  - TFCA Regional Fund Program (competitive program)
- Remaining 40% is distributed to the 9-Bay Area Congestion Management Agencies



# BAAQMD Bicycle Projects



The **TFCA** funds projects that reduce emissions from on-road motor vehicles including **bicycle projects**:

- **TFCA Regional Fund (\$3.84 million)**
  - BRVP – closes January 29, 2016
  - Electronic lockers – closes January 12, 2016
  - New Class 1, 2, 3 & 4 Projects – in development
- **TFCA County Program Manager Fund**
  - New Class 1, 2, 3 & 4 Projects
  - Bike racks (including racks on buses, trains & shuttles), lockers & storage facilities
  - Bike purchases for public fleets

# FYE 2016 – Electronic Bicycle Lockers



- **Funding Availability:** \$840,000 for secure bike parking
- **Eligible Applicants:** Only public agencies
- **Maximum Award:** \$100,000 per agency
- **Timeline:**
  - September 22, 2015: Opened project solicitation period and begin accepting applications
  - Applications are reviewed and qualifying projects are approved on a first-come, first-served basis
  - Notice of Award/rejection notices are issued within ~ 90 days from the date an application is submitted and proposed funding agreements are sent to project sponsors within ~ 30 days from the date of the Notice of Award
  - January 12, 2016: Final application submittal deadline

# Key Program Highlights



- **Projects must comply with Board adopted FYE2016 TFCA Regional Fund Policies**
  - Including general and project–type specific policies
- **Highlighted policies**
  - Minimum award amount \$10,000 (Policy #6) and a minimum of 4 bicycles accommodated (e.g. a quad)
  - Must commence by end of calendar year 2016 (Policy #8)
  - Must provide at least 10% in matching funds from non-TFCA sources (Policy #5)
  - The **term** of the Grant Agreement includes a **project implementation period**, an **operational period** (six years), and **additional time for audits and inspections** (up to three years following the end of the operational period).



## Electronic Bicycle Projects (Policy #31)

- Funding for the purchase and installation of new electronic bicycle lockers - \$2,500 per bicycle accommodated by the locker(s) at any given time, not to exceed \$100,000/applicant
- A description of bicycle parking must be included in an adopted countywide bicycle plan, Congestion Management Plan, or the Metropolitan Transportation Commission's Regional Bicycle Plan
- Project must serve a major activity center (e.g., transit station, office building, or school)

# Grant Funding Limits



Total number of bike spaces	Maximum grant amount
4	\$10,000
6	\$15,000
8	\$20,000
10	\$25,000
12	\$30,000
14	\$35,000
16	\$40,000
18	\$45,000
20	\$50,000
22	\$55,000
24	\$60,000
26	\$65,000
28	\$70,000
30	\$75,000
32	\$80,000
34	\$85,000
36	\$90,000
38	\$95,000
40	\$100,000

# Appendix B: Eligible TFCA Costs



Projects are only eligible for TFCA reimbursement for direct implementation costs including:

- Electronic bicycle locker(s) capital costs
- Site preparation material(s) costs
- Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to site preparation and installation of the electronic bicycle locker(s)
- Contractor labor charges related to site preparation and installation of the electronic bicycle locker(s)

# Appendix B: Ineligible TFCA Costs



TFCA funds *may not* be used to reimburse for the following:

- Costs related to maintenance, repairs, rehabilitation, or upgrades
- Operating costs (e.g., service fees, salaries after a locker is open for public use, ongoing training/support, advertising, and rent/leases)
- Planning activities or feasibility studies
- Indirect and administrative costs

# Matching Funds



- **Eligible as matching funds:** Monies expended for administrative costs (i.e., the costs associated with administering a TFCA Regional Fund grant)
- **Ineligible:**
  - TFCA County Program Manager funds
  - Monies expended by the Project Sponsor to maintain, repair, upgrade, rehabilitate, operate the electronic lockers, or other expenses that are not direct implementation costs

# Appendix D: Insurance Guidelines



The Project Sponsor must provide certificates and/or other evidence of the following insurance coverage:

- Liability Insurance
- Property Insurance
- Workers Compensation Insurance

# Other Program Requirements



## **Project Timing**

- Start in CY 2016 (but not until funding agreement is executed)
- Installed and open for public use by July 31, 2017
- Maintained and operated for 6 years

## **Payment / Invoicing**

- Payment after receipt and approval of Final Report and Invoice

## **Monitoring and Reporting**

- Progress reports due semi-annually every April 15 and October 15
- Final report due 3 months after project completion

## **Project Closeout**

- Project closeout occurs after final payment

## **Audit and Inspection**

- Projects funded by TFCA are subject to independent audit and inspection

# How to Apply



- Submit two copies of a complete application package (online and hardcopy), including:
  - **Online application**: Submit a separate online application for each Vendor and upload the required attachments
  - **Hard-copy**: Print the completed online application and mail the signed hard-copy along with the required attachments to the Air District
- Required attachments:
  - Signed Letter of Commitment or a signed Resolution
  - Bicycle Plan
  - Map
  - Manufacturer's Specifications
  - Vendor Quote
  - Copy of W-9 (hard copy only)

# BAAQMD Contacts



## General Questions about the Electronic Locker Program

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**Electronic Bicycle Locker Program Website:**

**<http://www.baaqmd.gov/grant-funding/public-agencies/bike-racks-and-lockers>**