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BUDGET AND FISCAL POLICY DEPARTMENT
GRANTS ADMINISTRATION DIVISION

FY24 GRANT APPLICATION SUBMISSION APPROVAL FORM

DEPARTMENT INFORMATION	
Date:	12/28/2023
Requesting Department/Division:	Reyna Mayorga, Transportation Planner, rmayorga@epcounty.com
Department/Division Contact:	Planning & Development – Transportation Planning & Engineering Division
Anticipated Commissioners Court Meeting Grant Approval Date:	01/08/2024
Who from your department/division will speak on the agenda item?	Daniel Marquez, Transportation Engineer, danimarquez@epcounty.com
Please list accompanying grant documents requiring the Authorized Official's signature.	Obligation Certification (via IGX)
GRANT OPPORTUNITY INFORMATION	
Grant Opportunity Title (as provided by Grantor):	Rural Discretionary (49 U.S.C. 3511)
Grantor Agency:	Texas Department of Transportation (TxDOT)
Type of Grant (State, Federal, Private, Local, Other):	Federal through State
Is this a continuation grant for an existing program?	No
CobbleStone Number for Most Recent Grant Award:	
Grant Due Date:	01/19/2024
Grant Period:	09/01/2024-08/31/2026

Grant Proposal Summary (one paragraph or less):	To provide funding for the design and construction of a new transit facility to house El Paso County Transit's current (and future) fleet, along with its current service provider and employees.
GRANT FINANCES	
A. Grant Funding to be Requested:	\$12,005,639
B. Total Match Contribution (if applicable):	\$2,401,127
I. Cash Match Amount and Description (i.e. County employee salaries, anticipated operating expenses, third-party monetary donations, etc.):	\$2,401,127 – TDCs were requested.
a. Match Source Account(s) (if applicable):	GF-GADM-XFER OUT-GRANT MATCH COGF-1000-0000000-433-10-10000-0001- MATCH-800102-
b. What fiscal year(s) will County match funding be needed? Please indicate the fiscal years and the match needed per fiscal year.	FY25, FY26, possibly also FY27/FY28
II. In-kind Match Amount and Description (i.e. donated supplies/equipment, volunteer hours, donated professional services, etc.):	
C. Anticipated Program Income (if applicable):	
D. Total Project Amount (A + B + C):	\$14,406,766
FINANCIAL ASSESSMENT	
1) What are the staffing requirements or needs for this grant? Please include salary and benefit amounts and anticipated salary and benefit increases for multi-year grants.	N/A
2) Has this grant has been awarded in the past? If so, please provide the financial results of the most recently completed grant award cycle to include the award amount and the balance at the closing of the grant.	

Contract No. 2023-0996 - \$60,658
Contract No. 2023-0995 - \$339,342
Contract No. 2020-0146 - \$224,000
Contract No. 2018-0493 - \$80,000

3) What is the sustainability plan for this grant and the services being provided if this funding is significantly reduced or is not awarded in future?

Transportation Development Credits (TDCs) can be used for Capital projects and staff have elected for TDCs with this application; TxDOT does not require match if TDCs are chosen. If funding is not awarded in the future the Transportation Planning & Engineering Division of the Planning & Development Department would seek other funding opportunities.

PROGRAMMATIC ASSESSMENT

1) Is this grant and its purpose(s) aligned with the County strategic plan? How will this grant benefit your department/division and the El Paso County community?

Improves infrastructure, safety, and services supporting rural area development - a new transit facility will allow the County to house and service/maintain its current (and future) transit fleet and service provider. The new facility will be located in the area where the majority of the service begins, reducing deadhead and operational expenses, there will be office space allocated for a call center/dispatch and customer service needs.

2) Please explain the capacity of your department/division to administer this grant and complete all programmatic reporting requirements during the grant period.

The Transportation Planning & Engineering (TP&E) Division of the Planning & Development Department possesses considerable experience in transit capital purchases and infrastructure design and development and can implement the proposed project with existing expertise and staffing capacity.

3) Will this grant require the use of contractual services? *If so, please contact the Purchasing Department, upon award acceptance to ensure your department follows applicable procurement policies and procedures.*

No.

Applicant Information

Application
Instructions

[Application Instructions](#)

Agency Name

El Paso, County of

Person to be contacted regarding **this** application

First Name *

Reyna

Last Name *

Mayorga

Email Address *

rmayorga@epcounty.com

Phone Number *

(915) 273-3330

By checking this box, you
are indicating that the
service profile for this
organization is accurate. *



Project Summary

1. Project Service Area, enter the
percentage of each *

Rural: 62 %

Urban: 38 %

State Planning Region *

8

What is the project name? *

Engineering, Design and Construction of El Paso County Transit Facility

2. Provide a summary of the proposed project for which the funds will be used. *

El Paso County seeks \$12,005,639 for a new transit facility to address the County Transit Service's growth. The current leased location lacks essential amenities, prompting the need for a facility with office space, a repair shop, CNG fueling system, transit fleet parking, proposed EV infrastructure, and operational infrastructure. The transit system serves vital rural communities in El Paso County and, benefits transit-dependent residents (older, more disabled, low-income, and with a higher proportion of no or insufficient vehicles available to the household) in Anthony, Canutillo, Vinton, Montana Vista, Homestead Meadows, Clint, Fabens, Horizon, San Elizario, Socorro, and Tornillo. Residents of these communities often travel to the City of El Paso or other metropolitan areas for jobs, medical care, school, and cultural resources.

In March 2021, EPCRT received NTP 21-2 funding from TXDOT for a Facility Assessment, aiming to recommend a new facility location and determine square footage and potential costs for a CNG facility. The County is using general funds/local funds in the amount of \$2,022,259 for land acquisition, scheduled for February/March 2024.

Additionally, the County TP&E will use \$400,000 in Rural Discretionary (RD-2022-EL PASO CO-00034 & RD-2022-EL PASO CO-00035) funds for an El Paso County Transit Facility Planning Report Document. This report will detail the facility's general use, office spaces, mechanic workshop dimensions, parking layout, and design standards. Funding from 5311-2022-EL PASO CO-00197 will support the survey and initial development of the 30% and 60% PS&E documents after formal land parcel acquisition. The requested funds are essential to complete the design phase and construct the facility.

3. The Texas Transportation Commission has established the [Strategic Plan](#). Demonstrate to what extent the project responds to one or more of the Strategic Plan goals. *

The proposed project to design a new transit facility for El Paso County Transit is directly aligned with TxDOT Strategic Goal 1: Deliver the Right Projects; Goal 4: Optimize System Performance; and Goal 5: Preserve our Assets. The proposed new transit facility is one of the key elements needed for the expansion of the County transit service based on the Texas A & M Transportation Institute's (TTI) report on El Paso County Regional Transit Institutional Options Feasibility Study that shows the required initial capital improvements for the County expansion and implementation of a new Local Government Corporation (LGC). The facility will have space for a call center that will help operators/dispatch to properly schedule passenger pick-up/drop-off for the new multi-mode services such as ADA Paratransit and Dial-a-Ride Services.

The proposed facility location will be built closer to the service areas to reduce deadhead, a cost our current system needs to improve to reduce operating costs. The County's transit fleet will benefit from having its facility which may prolong the useful life of the buses since most of the vehicle's maintenance, clean-up, and inspection will be performed now in-house. The new facility will help the County's expansion of the fleet to increase service area and improve service time. Converting EPC's fleet to CNG will improve environmental issues and keep the fleet in a state of good repair.

4. Identify project partners and describe what each partner will do for the project.

Partner Name	Description of Activity
N/A	N/A

Certification of Non-Profit Status

If applying as a non-profit organization, attach documentation to certify nonprofit status.

Accepted documentation:

- 5.
1. Proof that the Internal Revenue Service currently recognizes the applicant as an organization to which contributions are tax deductible under section 501(c)(3) of the Internal Revenue Code;
 2. A statement from a State taxing body or State Attorney General certifying that:
 - a. The organization is a non-profit organization operating within the State; and
 - b. No part of its net earnings may lawfully benefit any private shareholder or individual;
 3. A certified copy of the applicant's certificate of incorporation or similar document if it clearly establishes the non-profit status of the applicant; or
 4. Any item described above if that item applies to a State or national parent organization, together with a statement by the State or parent organization that the applicant is a non-profit affiliate.

Certification of Non-Profit Status

General Project Evaluation

Demonstrated Need and Project Description

1. Describe the specific need for the project: what service gaps, performance gaps, or unmet needs will be filled by the proposed project? For each gap or unmet need, provide convincing data to demonstrate why the project is needed. *
The “EPC Regional Transit Institutional Options Feasibility Study” conducted in partnership with TTI (available upon request) details an EPC transit system that covers 53% of rural population and 59% urban population and can increase to 100% rural population and 71% of urban with the startup of a Local Government Corporation (LGC) to manage a seamless transportation system for the entire El Paso area; EPC has established the LGC in Nov. 2021 and in 2022 began to meet to establish plans for improvement implementation. Capital improvements and new infrastructure will be needed for the expected increase in service and ridership. The study emphasizes the need for a transit facility that would accommodate the expansion of transit services to Fix-Route, ADA Paratransit, and Dial-a-Rida. (EPC Feasibility Study, Pg. 98). Currently the LGC has 6 entities with a voting member, Horizon City, Town of Clint, Town of Anthony, Sal Elizario, Village of Vinton and the County. The LGC will continue to work with any other municipalities join the LGC in future FY. County buses often report a high number of deadhead miles/hours that is higher when compared to other Texas rural county systems. The County uses a third-party transit service provider that is required, through contract, to find/lease a storage facility where the buses can be stored and where routine maintenance can be provided. For the last seven (7) years, the transit operators have leased a downtown facility that is 13 miles to the Mission Valley Transfer Center where 4/7 of the routes arrive/depart. Another transfer station is located 8 miles away from the facility. Each day the buses accumulate a deadhead distance of about 188 miles in which the County’s buses are not providing service and cause a direct impact on the operating expenditures.

2. Provide a detailed project description and describe how the project addresses the demonstrated need. *
*The newtransit facility will be designed to accommodate the expected ridership increase as stated in the previous question. It will also include newoffice space for the day-to-day operations, a repair shop for the transit fleet, CNG fueling system, parking space for transit buses & vans, office space for a call center, receptionist/waiting area, and additional infrastructure required for operations. The County will ensure the consultant is following all Federal, State, and County standards for the design of the transit facility. Success will be based on project deliverables from the 60%, 90%, and 100% PS&E plans, Environmental Clearance, and bid package submittals. The PS&E plans will meet the most recent design building codes, fire codes, ADA Standards, and any required construction standards required for the day-to-day operation and safety of all the employees.
The planning of the newtransit facility is key for reducing the deadhead in the majority of the existing routes. In addition, it would serve newly proposed routes (yet to be implemented) for the Far East area of El Paso County, which would also incur minimal deadhead. The operating expenditures will be reduced by reducing the deadhead on most of the County’s routes; also eliminating lease agreements by the third-party service provider.
The newfacility will also help to reduce the wait time for customers when there is a County bus breakdown. On average it takes 40-50 minutes to reach most of the routes in the event of a breakdown; the newfacility would help to reduce the time to an average of 20-30 minutes, allowing for service to continue more expeditiously.*

3. Provide clear and concise project goals and describe the associated objectives of each goal.

Project Goals

- Increase system service area
- Design a transit facility closer to the service area and bus transfer stations to reduce travel distance from facility to route (deadhead)
- Increase system efficiency

Associated Objectives

- Design a transit facility that accommodates all the capital infrastructure needed for growth
- Design a transit facility closer to the service area and transfer stations to reduce deadhead
- The newtransit facility will be able to accommodate a large County’s bus fleet to increase the number of buses in service.

Describe specific project tasks and deliverables to achieve the objectives identified above. *

4.

Objectives

-Design a Transit Facility that includes office space for day-to-day operations, a dedicated dispatch and control office, a repair shop for the transit fleet, CNG (Compress Natural Gas) fueling system, a storage area for the transit fleet, EV infrastructure
-Ensure the design meets the most recent design building codes, fire codes, ADA Standards, and any required construction standards which are required for day-to-day operations and safety of all the employees

Tasks

-Perform property analysis for the best suitable locations to reduce deadhead. Analysis includes identification of utility services for day-to-day operations, connectivity to major roadway(s) for easy access to service area and transfer stations
-Conduct preliminary engineering and complete final design of transit facility. Review engineering plans to ensure that requirements from the facility are being incorporated.
-Review 60%, 90% and 100% Schematic Design (If required)
-Review 60%, 90% and

Deliverables

-Provide 100% PS&E Plans for the Transit Facility. Document to include geotechnical reports, structural engineering documents, environmental clearance, facility layout, and bid package.
-Provide a Bid Package required for the advertising of the project

5.

Describe how this project meets the scope and objectives of the grant program and how it correlates to priorities outlined in this call for projects *

The proposed project specifically satisfies the Rural Discretionary objectives of the development of new capital infrastructure projects that support regional multi-modal opportunities that improve the movement of people & support collaborative efforts of governments to implement a locally based, regionally linked network of public transportation services and facilities addressing regional intercity and local service needs that expand mobility options in rural areas of the state. The proposed project will place importance on a needed transit facility to provide better customer service to our riders, reduce deadhead distance, better protect taxpayers' assets, reduce response time for buses, and additional benefits that link to a broader public and private, local, regional and national transportation network.

This new proposed transit facility delivers the right and needed project for Countywide regional transit services that will increase service area to rural and semi-urban communities.

Since the COVID-19 Pandemic began, the USA has become essential in improving the public transportation systems to continue allowing the employees and employed to arrive at their job destinations to hopefully improve the job shortage that our nation is currently facing. The facility is a major step forward in improving the public transportation system in El Paso, TX.

In addition, the project is a collaboration among El Paso County and local governments that have agreed to the importance of a local transit facility for the increase of service area, reducing wait time by increasing fleet capacity as part of the ongoing goal of the LGC.

Identify the goals, objectives and/or priorities in the area's most recent five-year public transportation/human services transportation plan that relate to the need for the project. *

6.

Five-year plan goal, priority, or objective

- Expansion of the County's fleet to increase service area and improve service time*
- Implement ADA Paratransit and Dial-a-Ride Service*
- Reduce deadhead*

How the project relates

- The facility will provide the infrastructure needed to the County fleet increase as well provide the storage area and new repair shop.*
- New call center office inside the Transit Facility will help operators to properly schedule passenger's pick-up/drop-off for the new multi-mode services*
- Proposed facility location to be design and constructed closer to service area to reduce deadhead and operating expenditures*
- Facility to incorporate a new dedicated CNG fueling station for County buses*

7. Describe how the project supports regional multi-use or multi-modal opportunities.*

El Paso County Transit buses operate on a fixed route and predetermined schedule, with the expansion of our services additional multi-modal services will be implemented such as ADA Paratransit and/or Dial-a-Ride Services. To accommodate these additional transportation modes capital improvements for new call center office, additional staff, equipment space, and parking space for the additional county buses and vans required to achieve the established goals are needed.

Each of El Paso County's rural commuter routes maintains a direct connection to Sun Metro with an identified and scheduled stop at a Sun Metro-maintained transfer center, linking the County routes to the great majority of urban routes. County routes serve outlying cities, towns, villages, and unincorporated areas in rural El Paso County with their most urban terminus at the transfer center. Different studies in partnership with TTI show that 80-90% of the County's passengers travel to those transfer stations to connect with services and jobs into the City of El Paso. The County service connects community members from Anthony, Canutillo, and Vinton in north El Paso County, Montana Vista, Homestead Meadows, and other colonias in East El Paso County and Clint, Fabens, Horizon, San Elizario, Socorro, and Tomillo in El Paso County's Lower Valley to transfer stations that lead to urbanized areas

The County is working to finalize the design plans for the construction of 117 passenger shelters consisting of different improvements from a shelter structure, riders amenities such as illumination, benches, bike racks, and other elements, other locations include a concrete pad and bench, and the last category a bus stop. Many locations will be within completed and future pedestrian trails to allow a multimodal transportation system.

8. Describe how the project integrates and coordinates between different public and /or private providers to expand options or maximize performance in rural areas of the state.*

The proposed project is a major step to having the initial capital infrastructure required for the County Transit System to properly expand its fleet, reduce deadhead, and improve transportation services. All those benefits enhance its partnership with the region's mass transit provider, Sun Metro, but allow greater and more comfortable access to the County's rural routes for the majority of riders who use both systems in tandem. The County service connects community members from Anthony, Canutillo, and Vinton in north El Paso County, Montana Vista, Homestead Meadows, and other colonias in East El Paso County and Clint, Fabens, Horizon, San Elizario, Socorro and Tomillo in El Paso County's Lower Valley to transfer stations that lead to urbanized areas. Providing connectivity from rural areas to major destination points such as hospitals, schools, and jobs improves the quality of life of members who live in those small communities.

In partnership with TTI, studies show that El Paso County Transit is the only form of transportation for members of rural communities to their jobs, there is a 16.7% Urban Gap (Source: 2010 U.S Census, calculation by TTI). Since the COVID-19 Pandemic, the USA has become essential in improving public transportation to continue allowing the employed to arrive at their job destinations to hopefully improve the job shortage that our nation is currently facing. The proposed transit facility will help the County to have the tools to increase service area and improve times. The new improvements then can help people of the small municipalities to have better transit connections and have a positive impact on this region of Texas.

Project Implementation

1. Identify benchmarks or milestones that will be used to determine if the project is on track to be completed on time, within scope, and on budget.*

Project Planning & Scoping:

- *Planning Activities – To be completed as part of the 5311 Work.*
 - o *Project Award -*
 - o *Legal Review(2)*
 - o *TXDOT and El Paso County Agreement (1)*

- *Design and Preparation PS&E (16 MO)*
 - o *Consultant Procurement – To be completed as part of the 5311 Work.*
 - o *Negotiations and Contract – To be completed as part of the 5311 Work.*
 - o *Issue Contract Agreements – To be completed as part of the 5311 Work.*
 - o *PS&E Meeting*
 - o *30% PS&E – To be completed as part of the 5311 Work.*
 - o *60% PS&E (3)*
 - o *90% PS&E (3)*
 - o *100% PS&E (2)*

- *Environmental Process – Task schedule is on concurrence with the PS&E Meeting (8 MO)*
 - o *Start Environmental Process / TXDOT's Scope Development Tool*
 - o *Environmental NEPA Clearance (If required)*
 - o *ROW Certification Milestone / Utility Clearance*
 - o *Receive Environmental Clearance*

- *Project Construction Implementation (4 MO)*
 - o *TXDOT Notice to Proceed (1)*
 - o *Project Bid Process – Award (1)*
 - o *TXDOT Letter to Proceed (2)*

- *Project Construction Implementation (35 MO)*
 - o *Construction Phases (23)*
 - o *TXDOT Close-Out Process (12)*

2. Describe risk mitigation strategies that will be used to keep the project on schedule and within the scope and budget. *

The progress of each task will be carefully monitored to ensure timely completion. The PM and engineering firm will be responsible for ensuring the design consultant is following all Federal, State, and County standards for the design of the transit facility. Success will be based on project deliverables from the 60%, 90%, and 100% PS&E plans, Environmental Clearance, bid package submittal, and completion of the construction phase of the project. Each task will have a deadline based on project complexity with a corresponding schedule. Bi-weekly and/or monthly progress meetings will be required for the design phase to ensure that the design consultant is on schedule and budget.

The El Paso County Planning & Development Department – Transportation Planning & Engineering Division is highly experienced with rural infrastructure development and will be fully engaged to help anticipate planning, procurement, and construction and assist in mitigation. Weekly construction meetings with the contractor will be required to ensure that the project is on schedule and within the allocated budget.

3. Describe any other fund sources that will be used to plan, initiate, implement, or sustain the project/service. *

El Paso County will commit any additional funding required for the completion of the design and construction phase of the project aside from the match required as per the grant application requirements. In previous years the County has committed \$342,000 in general capital improvements funds for the construction of the passenger shelters in different areas located throughout the County.

The County has also committed \$2,022,259 from General Funds for the land acquisition of the needed parcel, the item was on Commissioners Court on 12/4/2023. In addition, there is \$400,000 from RD-2022-EL PASO CO-00034 & RD-2022-EL PASO CO-00035, and \$1,400,000 from 5311-2022-EL PASO CO-00197 that will be used for the Planning Report and initial design phase of the project. The County will continue to seek and apply for additional grants and funding opportunities from the Federal, State governments as well as partner with other municipalities (as a part of the expected LGC), where needed.

4. Describe how the project's benefit value to the community will be evaluated. *

The new transit facility will allow the County transit system to implement newly proposed routes and properly implement the multi-modal services such as ADA Paratransit and/or Dial-a-Ride. With the new improvements, a community member may opt to utilize public transportation that would now provide service to areas that currently lack any transit connection. This will reduce the number of single-passenger vehicles on the road and improve the flow of traffic in many areas of El Paso County. As a result, fewer vehicles on the road may also improve the air quality by reducing pollutant emissions. Many studies have shown that due to the COVID-19 restrictions, there was a reduction in vehicles on the road which has improved the air quality in many regions of the nation.

Passengers may notice a change in service since more buses will be in service at the same time reducing the wait times on many of the routes. Also, with the new call center, the County will be able to coordinate and schedule ADA Paratransit pick-ups/drop-offs and dial-a-ride pick-ups/drop-offs and continue to improve the transit system.

The new transit facility will provide a CNG fueling system that's needed for the County to continue its goal to convert the entire fleet to environmentally friendly CNG buses which also aid in the reduction of CO2 emissions. The use of public transportation can also reduce transportation costs, particularly important to many low-income communities in rural El Paso County.

El Paso County will maintain route-specific ridership figures allowing a before and after comparison. Drivers will be asked to note and report changes in boarding patterns and locations. Additionally, on-board and at-stop passenger surveys will be conducted to gather rider comments on the impact of the new transit facility and increase in transportation service options.

5. How will this project impact your performance or the fulfillment of your services?

The proposed project will help the County to have the tools needed to continue the implementation of the goals of the Local Government Corporation (LGC). The LGC will allow the County to provide a seamless transportation system between the rural communities and the City of El Paso (Sun Metro, mass transit system), improve travel times, reduce deadhead, increase service area (close service gaps), and improve technology and access to services.

Adding multi-modal services like ADA Paratransit and Dial-a-Ride options will allow a passenger to call the call center to schedule a pick-up/drop-off. Many reports have shown that this type of service implemented in other regions of Texas has a positive impact on ridership and customers approve. The County may see an increase in ridership by closing the service gap and providing new service options to the El Paso region.

The proposed facility location will be closer to the service areas to reduce deadhead is needed to improve and reduce operating costs. The County's transit fleet will benefit by having its facility which may extend the useful life of the buses since most of the vehicle's maintenance, clean-up, and inspection will be performed in-house.

Roles and Responsibilities of Stakeholders

Examples of local stakeholders can include, but are not limited to, the following: local businesses, workforce agencies, human service agencies, city officials, county officials, riders or the general public.

1. Describe what groups/entities (stakeholders) were consulted or assisted in the development of this specific project. Describe how they participated in the project development. *
In late Nov. 2021 the Secretary of the State of Texas certified the El Paso Area Transportation Services, Local Government Corporation (EPATS, LGC) (as per Texas Transportation Code Chapters 457 – County Mass Transit Authority); and since the County has begun meetings in February 2022, and have since continued to present day. The LGC will continue to move towards the goal of a seamless transportation system for the El Paso region that will improve travel times, reduce deadhead, increase service area/close service gap, and improve technology and access to transportation services. The LGC is comprised of El Paso County the Horizon City, Town of Clint, Town of Anthony, San Elizario, and the Village of Vinton. Some of the commitments of the LGC are to increase the bus fleet, and initial capital improvements for new passenger shelters, as well as a new transit facility (EPC Regional Transit Institutional Options Feasibility Study pg. 98).
2. Identify specific stakeholders who will actively participate in proposed project activities. Describe the specific activities in which they will be involved and their roles. *
The EL Paso Area Transportation Services, Local Government Corporation (EPATS, LGC), comprised of El Paso County, Horizon City, Town of Clint, Town of Anthony, San Elizario, and Village of Vinton, have committed to improving the regional transit system with a mutual agreement between all parties involved, to increase the bus fleet, and initial capital improvements for new passenger shelters as well as a new transit facility (TTI Regional Transit Institutional Options Feasibility Study pg. 98).

3. Describe how the agency has or will coordinate with the Regionally Coordinated Transportation Planning lead agency or agencies in the project area. *
- The Far West Texas/El Paso Regional Transportation Coordination Committee (WTEP) has continuously been involved and informed about the County's transit projects throughout the past 9+ years, including the recently developed LGC and its commitment to achieving the goal of a seamless transportation system for the El Paso region, including the initial capital expenditure for passenger shelters and a transit facility. As previously noted, El Paso County remains an active participant in the regional transportation coordination planning as a member of WTEP, the County will be actively engaged in all aspects of the project and provide regular reports of its progress and solicit for input in key implementation decisions. Coordination with all the parties involved is key for a better implementation of the new transit system and to accommodate all the needs proposed for the new transit facility.*

Experience and Capacity

1. Describe qualifications the agency has for management and oversight for a project of this type, size, and scope. *
- The El Paso County Planning & Development Department – Transportation Planning & Engineering Division is highly qualified to successfully complete the project on time and within budget. The TP&E Division has a combined 14+ years of experience in Public Works/Planning & Development and specifically, has expertise in rural infrastructure planning, development, design, permitting, NEPA review and construction management that are often seen in its proposed transit improvement projects. El Paso County has completed numerous large- and small-scale infrastructure projects for minor to major roadways collectors, wastewater, storm drainage, parks and community center projects, many of which used state or federal funds. The design of the Transit Facility project will be overseen by multiple Texas Licensed Professional Engineers with many years of experience with Federal and State-funded projects.*

The TP&E Division is overseeing the design phase for one hundred and seventeen passenger shelters (117) that include bus stops, steel and aluminum structures, benches and additional amenities. This project is funded by TXDOT under 5311 & 5339 Grants to improve the safety and quality of the El Paso County Rural Transit Service. The TP&E Division has experience with high complex roadway design and construction, some of the ongoing and completed projects are John Hayes Extension (CSJ: 0924-06-564), Tomillo SUP (CSJ: 0924-06-560), and other similar projects.

El Paso County Transportation Planning & Engineering (TP&E) Division since first created 8 years ago have managed all the phases to develop multiple orientated transportation projects from the Planning Stage including multiple Planning Reports, Grants Applications and Administration, Engineering Design Plans Development, Land Acquisition, Construction Management, and Project Close Out processes. All of the mentioned activities had been completed following Federal, State, and Local requirements. The TP&E Staff has managed design and construction projects from the Federal Transit Administration, Federal Aviation Administration, Federal Highway Administration, Environmental Protection Agency, U.S. Economic Development Administration, TXDOT, and other government agencies funding sources. The TP&E Project Manager and CRRMA would work on the oversight of the project development. The CEI will be performed by a qualified engineering consultant, who will manage the day-to-day operations of the construction phase. All documents required before, during, and for project close-out will be performed by the County staff and CEI. El Paso County will oversight the project and make the final decision on any construction-related issue.

2. Identify project staff who will contribute to the project. Describe their roles, responsibilities, and qualifications. *
- Daniel Marquez, the Transportation Engineer of the County's Planning & Development Department, will be the PM for the proposed project (engineering, design, and construction phases), with an estimated 7.5 years of direct experience in engineering design, and construction management under Federal, State, and Local funded projects (also an essential member of the TP&E Division).*
- Professional design, engineering, and construction services will be obtained through an open and competitive invitation for the bid process conducted under Mr. Marquez's guidance by the County's Purchasing Department. The project construction phase will be advertised following TXDOT standards in concordance with the County Purchasing Department.*
- The Grants Management Unit of the County Auditor's office will be responsible for managing project grant funds and their proper accounting, expenditure documentation, and reporting.*
3. If a consultant will contribute to the project, describe the type of services they will provide. If a consultant is presently secured, describe their prior experience with similar projects. *

El Paso County may obtain outside design, engineering, and construction services as needed and where deemed appropriate. Where outside services are required, El Paso County will inform TxDOT and conduct an open and competitive procurement process through the County's Purchasing Department and partnering with the Camino Real Regional Mobility Authority (CRMMA) following strict open bidding, contractor selection, ethics, and other internal control processes.

The CRRMA will provide project development services for the proposed project through the use of its consultants. Design services (including Plans, Schematic, and Engineering (PS&E), environmental, geotech, and survey work) will be provided by a professional engineering firm selected through the CRRMA's Indefinite Deliverables Contracts (IDC) program, which pre-selects design firms through a process approved for federally funded projects. Design oversight and project oversight will be provided by the CRRMA's general engineering consultant (Atkins Realis), which consists of various engineers, administrators, field inspectors, and professionals from other disciplines. The CRRMA's role, through its consultants, will be to assist with the management of the project (design and construction), day-to-day work, administration, and related project development activities requested by the County Project Manager. The firms included in the IDC program as well as the CRRMA's general engineering consultant have many years of experience in the design and construction of federally funded projects.

The CRRMA will also provide support through construction procurement and construction management services upon selection of a construction contractor, including Construction, Engineering, and inspection services). The CRRMA through its Executive Director will coordinate with the County Project Manager to provide project progress and status updates and for management of the financials for both the design and construction phases of the proposed project.

Note: *When consultant services are used, TxDOT must ensure all federal and state procurement processes are/have been followed. TxDOT usually oversees each phase of the procurement process.*

Project Evaluation

1. Describe how the agency, including any partners, intends to evaluate the overall success of the project. Include information on the evaluation of this project at major milestones or stages and identify specific areas to measure. *
The project will be carefully managed by the El Paso County Planning & Development Department – TP&E Division which will assign a Project Manager (PM) to closely monitor project progress against a pre-established timeline. A design consultant oversight engineering firm will be hired to assist with the coordination with the design consultant. The PM and engineering firm will be responsible for ensuring the design consultant is following all Federal, State, and County standards for the design of the transit facility. Success will be based on project deliverables from the 30%, 60%, 90%, and 100% PS&E plans, Environmental Clearance, and bid package submittal. Each task will have a set deadline based on project complexity and will have a corresponding schedule. Documents will be shared with TXDOT for review and approval before moving to the next task/phase of the proposed project.

The County will ensure that a competitive open bid process, through the County's Purchasing Department, is conducted and ensure it meets the requirements of the State to ensure transparency and to select the best-qualified candidate to perform the design (and later the construction) phase(s) of the proposed project. Purchasing and construction agreements will include clear deliverable time points and to the extent permissible, liquidated damages clauses for delayed performance. Alternative vendors and contractors will be identified in the procurement process to serve as backups should primary vendors fail to perform on time. Weekly design meetings with the consultant will be required to ensure that the project is on schedule and within the allocated budget. Consultants' progress will be measured by accomplishments of each phase, after project completion, the County will be able to seek construction funds and at that time, go through the bid process again to choose a contractor for the construction phase of the project.

Attach originally developed letters of commitment from stakeholders who will provide resources for this specific project.

Attach originally developed letters of support from stakeholders that are endorsing the proposed project.

Upload other attachments, as appropriate.

Facilities Specific Evaluation

Will this project involve construction, alteration, repair, or purchase of buildings, structures, or other real property? *
 Yes No

1. Provide a project schedule which identifies each phase of the project, general activities to be accomplished in each phase, and the cost per phase. *

Phase	Activities	Cost	Date(s) or Time Frame
Preliminary Engineering & Environmental Review	Prepare 60%, 95%, 100% Schematic Plans, Receive Environmental Clearance Plans, Specifications & Estimate 100%, ROW Certification, ROW Mapping Complete, Env NEPA clearance TXDOT contract approval, legal review, consultant procurement, and agreement issuance. NTP for construction, final walkthrough, project acceptance, and close-out.	\$930,317	8 months
Final Design, ROW Maps	Prepare 60%, 95%, 100% Schematic Plans, Receive Environmental Clearance Plans, Specifications & Estimate 100%, ROW Certification, ROW Mapping Complete, Env NEPA clearance TXDOT contract approval, legal review, consultant procurement, and agreement issuance. NTP for construction, final walkthrough, project acceptance, and close-out.	\$248,084	4 months
Procurement	Prepare 60%, 95%, 100% Schematic Plans, Receive Environmental Clearance Plans, Specifications & Estimate 100%, ROW Certification, ROW Mapping Complete, Env NEPA clearance TXDOT contract approval, legal review, consultant procurement, and agreement issuance. NTP for construction, final walkthrough, project acceptance, and close-out.	\$62,021	4 months
Construction	Prepare 60%, 95%, 100% Schematic Plans, Receive Environmental Clearance Plans, Specifications & Estimate 100%, ROW Certification, ROW Mapping Complete, Env NEPA clearance TXDOT contract approval, legal review, consultant procurement, and agreement issuance. NTP for construction, final walkthrough, project acceptance, and close-out.	\$10,765,217	35 months

2. Identify the project development life cycle(s) that are included as part of this application for funding. *

- A. Planning and Scoping Preliminary
- B. Engineering and Environmental Review
- C. Real Estate Acquisition
- D. Procurement
- E. Construction

3. **This question is divided into 3 subparts - 3a through 3c - for the purpose of obtaining detailed information on status and funding for the various phases:**

3a Identify **completed** phases and describe the activities that have taken place for those phases. Identify actual costs per phase and funding sources. *

Phase	Activities that have taken place	Cost	Funding Source
Planning & Scoping	Feasibility Study, Property Identification	\$49,020	TTSP Grant (NTP 21-2)

3b Describe any current activities **in progress**, by project phase. Identify the cost per phase, funding sources and amounts committed. *

Phase	Activities in progress	Cost	Funding Source	Amount Committed
Land Acquisition	Parcel acquisition coordination	\$2,022,259	County General Funds RD-2022-EL PASO CO-00034 & RD-2022-EL PASO CO-0003	\$2,022,259
Transit Facility Planning Study Report	Coordination with consultant for scope of work and fees	\$400,000		\$0

3c Describe **future** activities, by project phase. For each phase provide estimated dollar amounts, secured funding sources and amounts, and funds being requested. *

Phase	Activities to be accomplished	Cost	Funding Source	Amount Committed	Amount Requested
Preliminary Engineering	Prepare 30%, survey and geotechnical documents	\$1,474,000	5311-2022-EL PASO CO-00197	\$0	\$0
Preliminary Engineering	Schematic Design & PS&E, Environmental, Survey, Geotechnical	\$930,317	RD-2024-EL PASO CO-00019	\$0	\$930,317
Final Design, ROW Maps	100% PS&E Docs, Proj. Estimated Cost, ROW Maps, Env. Clearance	\$248,084	RD-2024-EL PASO CO-00019	\$	\$248,084
Procurement	Bid package, Proj. advertising, TxDOT coordination contract agreement, Legal documents & contracts	\$62,021	RD-2024-EL PASO CO-00019	\$	\$62,021
Construction	Transit "CNG" Facility, Heavy maintenance facility, Automobile, bus, van accessways including roads, and parking lots, CEI	\$10,765,217	RD-2024-EL PASO CO-00019	\$	\$10,765,217
Total:				\$0	\$12,005,639

Describe how amounts were determined.

Project task costs are based on similar design/construction projects that the County TP&E Division has overseen. With over twenty (20) projects completed the County has divided the project cost into multiple tasks from the design phase to construction close-out. Schematic design and PS&E costs are obtained from the construction total cost based on percentage and project complexity. PS&E includes the values for engineering plans, design oversight (PM), project management, survey documents, geotechnical study, and additional activities required for the 100% PS&E Submittals and Bid package. The environmental cost is based on the project complexity and location where existing conditions affect the project cost. Since the proposed locations are inside developed areas, the environmental study may be less than complex and with the possibility of being categorized as a Category Exclusion (CE) project. Values were reviewed by the County's design consultants' teams who are License Engineers with more than twenty (20) years of experience on Federal, State, and Local projects. The values provided were also reviewed by the engineers responsible for the design oversight and construction of the new City of El Paso Streetcar Facility located at 637 S. Santa Fe St, 79901 El Paso, TX. Adjustments were made to reflect the proposed scope of work for the County Transit Facility

Note: Values reflect current market value and forecast anticipating that the project if awarded in FY 24. Prices may change due to the ongoing market uncertainty caused by the global pandemic COVID-19 which has caused a volatile market in the construction sector.

Upload Funding Source Material
Description

Upload

4. Provide the facility location if available. *

N/A

Address

City

State

Zip

Map

Description

Upload

5. Do you own or rent the property? * If renting, upload a copy of the lease.

Own Rent/Lease Location not selected

- 5a. Does TxDOT PTN have a lien on this property?

Yes No

- 5b. Are there any other liens on the property?

Yes No

6. Do you have an existing Categorical Exclusion (CE) that was approved by FTA for this project?

Yes No

7. Do you plan on any joint development or incidental use including leasing space to other parties? *

Yes No

8. Is the facility located within a known flood plain? *

Yes No Location not selected

Obligation Certification

As an authorized official of the *El Paso, County of*

I certify to the following:

1. The information presented in the application is true and accurate to the best of my knowledge.
2. I have not intentionally made any misstatements or misrepresented the facts.
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

Title

Date

Budget and Milestones

Agency Name

El Paso, County of

Program Type

Rural Discretionary Application - 2024 Cycle

Does this budget include indirect costs? *

Yes

No

If yes, please enter the Indirect Rate

%

Attachments

You may upload additional documentation here.
(If this budget includes In-Kind funds you are required to upload supporting documentation.)

Description	Upload

When entering budget line items, fill out a row.

Description	Scope	Suffix #	TPN	Fuel Type	# of Units	Award Amount	State Match	Local Match	In-Kind Match	Total Funds	TDC Requested?	Match Ratio	TDC Amount	Estimated RFP/IFB Issued	Estimated Contract Award	Estimated First Vehicle Delivered	Estimated Last Vehicle Delivered	Estimated Contract Complete	
Engineering and Design Admin/Maintenance Facility - 11.41.03										\$1,240,422	\$	\$248,084	\$	\$1,488,506	<input checked="" type="checkbox"/>		9/1/2024		8/31/2026
Construction Admin/Maintenance Facility - 11.43.03										\$10,765,217	\$	\$2,153,043	\$	\$12,918,260	<input checked="" type="checkbox"/>		9/1/2025		8/31/2027
Subtotal:										\$12,005,639	\$0	\$2,401,127	\$0	\$14,406,766					