

AGENDA
Mountain/Desert Policy Committee

December 12, 2025

9:30 AM

Location

Mojave Desert Air Quality Management District
14306 Park Avenue, Victorville, CA 92392

Mountain/Desert Policy Committee Membership

Chair

Art Bishop, Council Member
Town of Apple Valley

Josh Pullen, Council Member
City of Hesperia

Vacant
City of Victorville

Vice Chair

Timothy Silva, Mayor
City of Barstow

Janet Jernigan, Mayor
City of Needles

Rick Denison, Council Member
Town of Yucca Valley

Daniel Ramos, Mayor Pro Tem
City of Adelanto

Daniel Mintz, Sr., Mayor Pro Tem
City of Twentynine Palms

Paul Cook, Supervisor
County of San Bernardino

Rick Herrick, Council Member
City of Big Bear Lake

Dawn Rowe, Supervisor
County of San Bernardino

**San Bernardino County Transportation Authority
San Bernardino Council of Governments**

AGENDA

Mountain/Desert Policy Committee Meeting

**December 12, 2025
9:30 AM**

Location

**Mojave Desert Air Quality Management District
14306 Park Avenue, Victorville, CA 92392**

Items listed on the agenda are intended to give notice to members of the public of a general description of matters to be discussed or acted upon. The posting of the recommended actions does not indicate what action will be taken. The Board may take any action that it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

To obtain additional information on any items, please contact the staff person listed under each item. You are encouraged to obtain any clarifying information prior to the meeting to allow the Board to move expeditiously in its deliberations. Additional ***“Meeting Procedures”*** and agenda explanations are attached to the end of this agenda.

CALL TO ORDER

(Meeting Chaired by Art Bishop)

- i. Pledge of Allegiance
- ii. Attendance
- iii. Announcements
- iv. Agenda Notices/Modifications - Daishanae Lee

Public Comment

Brief Comments from the General Public

Possible Conflict of Interest Issues

Note agenda item contractors, subcontractors and agents which may require member abstentions due to conflict of interest and financial interests. Board Member abstentions shall be stated under this item for recordation on the appropriate item.

1. Information Relative to Possible Conflict of Interest

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

This item is prepared monthly for review by Board and Committee members.

Pg. 9

DISCUSSION ITEMS

Discussion - Project Delivery

2. Annual Right-of-Way Acquisition Updates

Pg. 10

Receive and file the updated list of right-of-way property acquisitions for Project Delivery Department projects, which includes changes to the Board of Directors authorized property lists and provides the current listing of San Bernardino County Transportation Authority Project Delivery Program Eminent Domain actions.

Presenter: Tracy Escobedo

A companion item is scheduled for review by the Board of Directors Metro Valley Study Session on December 11, 2025.

Discussion - Regional/Subregional Planning

3. Projects being considered for Caltrans partnerships on Senate Bill 1 competitive grants for 2026 Cycle 5 and applications submitted for Caltrans Sustainable Transportation Planning Grants

Pg. 16

Receive information on two sets of grant funding applications submitted to the California Department of Transportation (Caltrans):

1. Partnership applications for two Senate Bill 1 Cycle 5 Trade Corridor Enhancement Program (TCEP) projects as listed below.
 - a. Interstate 15 Cajon Pass Northbound Truck Climbing Lane Extension. (TCEP)
 - b. State Route 18 Corridor Freight, Safety, and Zero-Emission Project, US 395 to the Los Angeles County Line. (TCEP)
2. Two applications for the Fiscal Year 2025/2026 Caltrans Sustainable Transportation Planning Grants:
 - a. Advanced Signal and Transit Technology for San Bernardino Valley Priority Transit and Smart Corridors.
 - b. Active360: San Bernardino County Transportation Authority's Integrated Active Transportation Framework.

Presenter: Steve Smith

This item was received by the Board of Directors Metro Valley Study Session on December 11, 2025.

Discussion - Transit

4. Call for Projects for Federal Transit Administration Section 5310 Funds - Victorville/Hesperia UZA

Pg. 19

That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve the issuance of a Federal Transit Administration Section 5310 for Victorville/Hesperia Urbanized Area Program Call for Projects.

Presenter: Nancy Strickert

This item is not scheduled for review by any other policy committee or technical advisory committee.

Comments from Board Members

Brief Comments from Board Members

ADJOURNMENT

Additional Information

Attendance

Pg. 84

Acronym List

Pg. 85

Mission Statement

Pg. 88

The next Mountain/Desert Policy Committee meeting is scheduled for January 16, 2026.

Meeting Procedures and Rules of Conduct

Meeting Procedures - The Ralph M. Brown Act is the state law which guarantees the public's right to attend and participate in meetings of local legislative bodies. These rules have been adopted by the Board of Directors in accordance with the Brown Act, Government Code 54950 et seq., and shall apply at all meetings of the Board of Directors and Policy Committees.

Accessibility & Language Assistance - The meeting facility is accessible to persons with disabilities. A designated area is reserved with a microphone that is ADA accessible for public speaking. A designated section is available for wheelchairs in the west side of the boardroom gallery. If assistive listening devices, other auxiliary aids or language assistance services are needed in order to participate in the public meeting, requests should be made through the Clerk of the Board at least three (3) business days prior to the Board meeting. The Clerk can be reached by phone at (909) 884-8276 or via email at clerkoftheboard@gosbcta.com and the office is located at 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Service animals are permitted on SBCTA's premises. The ADA defines service animals as dogs or miniature horses that are individually trained to do work or perform tasks for people with disabilities. Under the ADA, service animals must be harnessed, leashed, or tethered, unless these devices interfere with the service animal's work, or the individual's disability prevents using these devices. In that case, the individual must maintain control of the animal through voice, signal, or other effective controls.

Members of the Board of Directors and any Policy Committee with a disability may participate in any meetings of their respective legislative bodies by remote participation as a reasonable accommodation in accordance with Government Code Sec. 54953(c).

Accesibilidad y asistencia en otros idiomas - Las personas con discapacidad pueden acceder a la sala de reuniones. Se reserva una zona designada con un micrófono accesible que cumple con los requisitos de la ADA para hablar en público. Una sección designada está disponible para sillas de ruedas en el lado oeste de la galería de la sala de reuniones. Si se necesitan dispositivos de ayuda auditiva, otras ayudas auxiliares o servicios de asistencia en otros idiomas para participar en la reunión pública, las solicitudes deben presentarse al Secretario de la Junta al menos tres (3) días hábiles antes de la fecha de la reunión de la Junta. Puede comunicarse con el Secretario llamando al (909) 884-8276 o enviando un correo electrónico a clerkoftheboard@gosbcta.com. La oficina se encuentra en 1170 W. 3rd Street, 2nd Floor, San Bernardino, CA.

Los animales de servicio están permitidos en las instalaciones de SBCTA. La ADA define a los animales de servicio como perros o caballos miniatura que son entrenados individualmente para hacer trabajo o realizar tareas para personas con discapacidades. Según la ADA, los animales de servicio deben tener un arnés o ser atados, a menos que estos dispositivos interfieran con el trabajo del animal de servicio, o que la discapacidad de la persona impida el uso de estos dispositivos. En ese caso, la persona debe mantener el control del animal a través de su voz, señales u otros controles efectivos.

Los miembros de la Junta Directiva y de cualquier Comité de Políticas que tengan una discapacidad podrán participar en cualquier reunión de sus respectivos órganos legislativos mediante participación remota como una adaptación razonable de conformidad con el artículo 54953(c) del Código de Gobierno.

Agendas – All agendas are posted at www.gosbcta.com/board/meetings-agendas/ at least 72 hours in advance of the meeting. Staff reports related to agenda items may be reviewed online at that web address. Agendas are also posted at 1170 W. 3rd Street, 1st Floor, San Bernardino at least 72 hours in advance of the meeting.

Agenda Actions – Items listed on both the “Consent Calendar” and “Discussion” contain recommended actions. The Board of Directors will generally consider items in the order listed on the agenda. However, items may be considered in any order. New agenda items can be added and action taken as provided in the Ralph M. Brown Act Government Code Sec. 54954.2(b).

Closed Session Agenda Items – Consideration of closed session items excludes members of the public. These items include issues related to personnel, pending litigation, labor negotiations and real estate negotiations. Prior to each closed session, the President of the Board or Committee Chair (“President”) will announce the subject matter of the closed session. If reportable action is taken in closed session, the President shall report the action to the public at the conclusion of the closed session.

Public Testimony on an Item – Members of the public are afforded an opportunity to speak on any listed item. Individuals in attendance at SBCTA who desire to speak on an item may complete and turn in a "Request to Speak" form, specifying each item an individual wishes to speak on. Individuals may also indicate their desire to speak on an agenda item when the President asks for public comment. When recognized by the President, speakers should be prepared to step forward and announce their name for the record. In the interest of facilitating the business of the Board, speakers are limited to three (3) minutes on each item. Additionally, a twelve (12) minute limitation is established for the total amount of time any one individual may address the Board at any one meeting. The President or a majority of the Board may establish a different time limit as appropriate, and parties to agenda items shall not be subject to the time limitations. Any individual who wishes to share written information with the Board may provide 35 copies to the Clerk of the Board for distribution. If providing written information for distribution to the Board, such information must be emailed to the Clerk of the Board, at clerkoftheboard@gosbcta.com, no later than 2:00 pm the day before the meeting in order to allow sufficient time to distribute the information. Written information received after the 2:00 pm deadline will not be distributed. Information provided as public testimony is not read into the record by the Clerk. Consent Calendar items can be pulled at Board member request and will be brought up individually at the specified time in the agenda. Any consent item that is pulled for discussion shall be treated as a discussion item, allowing further public comment from any members of the public who haven't already commented on the item during the meeting.

Public Comment –An opportunity is also provided for members of the public to speak on any subject within the Board's jurisdiction. Matters raised under “Public Comment” will not be acted upon at that meeting. See “Public Testimony on an Item” and “Agenda Actions”, above.

Disruptive or Prohibited Conduct – If any meeting of the Board is willfully disrupted by a person or by a group of persons so as to render the orderly conduct of the meeting impossible, the President may recess the meeting or order the person, group or groups of person willfully disrupting the meeting to leave the meeting or to be removed from the meeting. Disruptive or prohibited conduct includes without limitation addressing the Board without first being recognized, not addressing the subject before the Board, repetitiously addressing the same subject, failing to relinquish the podium when requested to do so, bringing into the meeting any type of object that could be used as a weapon, including without limitation sticks affixed to signs, or otherwise preventing the Board from conducting its meeting in an orderly manner.

Your cooperation is appreciated!

**General Practices for Conducting Meetings
of
Board of Directors and Policy Committees**

Attendance.

- The President of the Board or Chair of a Policy Committee (Chair) has the option of taking attendance by Roll Call. If attendance is taken by Roll Call, the Clerk of the Board will call out by jurisdiction or supervisorial district. The Member or Alternate will respond by stating his/her name.
- A Member/Alternate who arrives after attendance is taken shall announce his/her name prior to voting on any item.
- A Member/Alternate who wishes to leave the meeting after attendance is taken but before remaining items are voted on shall announce his/her name and that he/she is leaving the meeting.

Basic Agenda Item Discussion.

- The Chair announces the agenda item number and states the subject.
- The Chair calls upon the appropriate staff member or Board Member to report on the item.
- The Chair asks members of the Board/Committee if they have any questions or comments on the item. General discussion ensues.
- The Chair calls for public comment based on “Request to Speak” forms which may be submitted.
- Following public comment, the Chair announces that public comment is closed and asks if there is any further discussion by members of the Board/Committee.
- The Chair calls for a motion from members of the Board/Committee. Upon a motion, the Chair announces the name of the member who makes the motion. Motions require a second by a member of the Board/Committee. Upon a second, the Chair announces the name of the Member who made the second, and the vote is taken.
- The “aye” votes in favor of the motion shall be made collectively. Any Member who wishes to oppose or abstain from voting on the motion shall individually and orally state the Member’s “nay” vote or abstention. Members present who do not individually and orally state their “nay” vote or abstention shall be deemed, and reported to the public, to have voted “aye” on the motion.
- Votes at teleconferenced meetings shall be by roll call, pursuant to the Brown Act, or, at any meeting, upon the demand of five official representatives present or at the discretion of the presiding officer.

The Vote as specified in the SBCTA Administrative Code and SANBAG Bylaws.

- Each Member of the Board of Directors shall have one vote. In the absence of the official representative, the Alternate shall be entitled to vote. (Note that Alternates may vote only at meetings of the Board of Directors, Metro Valley Study Session and Mountain/Desert Policy Committee.)

Amendment or Substitute Motion.

- Occasionally a Board Member offers a substitute motion before the vote on a previous motion. In instances where there is a motion and a second, the Chair shall ask the maker of the original motion if he or she would like to amend the motion to include the substitution or withdraw the motion on the floor. If the maker of the original motion does not want to amend or withdraw, the substitute motion is voted upon first, and if it fails, then the original motion is considered.
- Occasionally, a motion dies for lack of a second.

Call for the Question.

- At times, a Member of the Board/Committee may “Call for the Question.”
- Upon a “Call for the Question,” the Chair may order that the debate stop or may allow for limited further comment to provide clarity on the proceedings.
- Alternatively, and at the Chair’s discretion, the Chair may call for a vote of the Board/Committee to determine whether or not debate is stopped.
- The Chair re-states the motion before the Board/Committee and calls for the vote on the item.

The Chair.

- At all times, meetings are conducted in accordance with the Chair’s direction.
- These general practices provide guidelines for orderly conduct.
- From time to time, circumstances may require deviation from general practice (but not from the Brown Act or agency policy).
- Deviation from general practice is at the discretion of the Chair.

Courtesy and Decorum.

- These general practices provide for business of the Board/Committee to be conducted efficiently, fairly and with full participation.
- It is the responsibility of the Chair and Members to maintain common courtesy and decorum.

Adopted By SANBAG Board of Directors January 2008

Revised March 2014

Revised May 4, 2016

Revised June 7, 2023

Minute Action

AGENDA ITEM: 1

Date: December 12, 2025

Subject:

Information Relative to Possible Conflict of Interest

Recommendation:

Note agenda items and contractors/subcontractors, which may require member abstentions due to possible conflicts of interest.

Background:

In accordance with California Government Code 84308, members of the Board may not participate in any action concerning a contract where they have received a campaign contribution of more than \$500 in the prior twelve months from an entity or individual, except for the initial award of a competitively bid public works contract. This agenda contains recommendations for action relative to the following contractors:

Item No.	Contract No.	Principals & Agents	Subcontractors
		None	

Financial Impact:

This item has no direct impact on the budget.

Reviewed By:

This item is prepared monthly for review by Board and Committee members.

Responsible Staff:

Ryan Graham, Director of Fund Administration

Approved
Mountain-Desert Committee
Date: December 12, 2025

Witnessed By:

Entity: San Bernardino Council of Governments, San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 2

Date: December 12, 2025

Subject:

Annual Right-of-Way Acquisition Updates

Recommendation:

Receive and file the updated list of right-of-way property acquisitions for Project Delivery Department projects, which includes changes to the Board of Directors authorized property lists and provides the current listing of San Bernardino County Transportation Authority Project Delivery Program Eminent Domain actions.

Background:

The San Bernardino County Transportation Authority (SBCTA) is responsible for the development and delivery of transportation projects. In the course of developing and delivering projects, the acquisition of public and private properties is often required to facilitate the implementation of projects. The intent of this agenda item is to inform the Board of Directors (Board) of SBCTA's success in avoiding costly litigation while acquiring property necessary for SBCTA's Project Delivery projects. This agenda item will also provide a listing of all properties that were approved by the Board and properties that have been added or deleted for these projects.

On January 2, 1971, Public Law 91-646 the "Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970," was signed into law by Congress to ensure that people whose real property is acquired, or who must move as a result of the needs of a Federal Aid project, will be treated fairly and equitably and will receive assistance in moving from the property they occupy to a location equal or better. To ensure fair and consistent treatment of property owners and those displaced as a result of the projects, SBCTA developed a Right-of-Way (ROW) Acquisition Procedures Manual compliant with all Federal and State laws, statutes, and regulations as applicable, to guide staff through the property acquisition, relocation, and disposition processes. To exercise consistent treatment of property owners, this process is utilized on all property acquisitions whether or not Federal funds are utilized.

SBCTA seeks to reach fair settlements with property owners based on the value of Just Compensation, which is derived from appraisal values. Through the acquisition process, staff is highly communicative with those affected by SBCTA's projects in order to gain a full understanding of each property owner's concerns and the factors concerning the appropriate property appraisal. While many acquisitions are either accepted based on Just Compensation, or with limited negotiations, there are situations where; due to schedule considerations, lack of property owner response, title issues on the property, or significant differences on the acquisition price; legal proceedings are required. In these cases, while negotiations with the property owners are continued, the Board conducts a Resolution of Necessity (RON) hearing to establish the need for the property, need for the project, and that a fair offer of Just Compensation has been tendered to the property owner of record.

In cases where a RON hearing occurs, the vast majority of the properties are acquired through a settlement prior to filing of litigation. Settlements occur through contracts that the SBCTA Acquisition Agent negotiates directly with property owners ('Contract' column in Table 1 beginning on the following page), attorney settlement agreements that the court accepts or settlement agreements resulting from mediation by an unbiased third-party mediator ('Attorney'

Entity: San Bernardino County Transportation Authority

Mountain-Desert Committee Agenda Item

December 12, 2025

Page 2

column in Table 1), or through a trial judgment ('Court' column in Table 1). Only a small proportion of properties go to trial to determine Just Compensation for property acquisition. Due to the cost associated with litigation, it is generally in SBCTA's best interest, and in the best interest of property owners, to settle on a fair determination of Just Compensation for the real property interests prior to trial. In an effort to meet the schedule and budget, and to follow State and Federal requirements, staff remains committed to practicing fair and equitable treatment of those impacted by SBCTA's projects. The following table is an update to one previously provided to the Mountain/Desert Policy Committee in December 2024, showing the current status and number of properties acquired for SBCTA's Project Delivery Department projects and the ultimate disposition as to how a settlement was reached. To summarize, approximately 60% of all property acquisitions occur without a RON, and an overall 99.67% are acquired without going to trial.

Table 1

Project	Properties/Parcels						
	Number Acquired	Acquired with no RON Hearing	Resolution of Necessity (RON)				
			Total	Litigation/ Pending Cases	Settlement Type		
					Contract	Attorney	Court
Interstate 10 Tippecanoe Avenue Interchange (Caltrans performed ROW acquisition and eminent domain)	63	36	27	0	9	16	2
Interstate 15/Interstate 215 Devore Interchange (SBCTA performed ROW acquisition and Caltrans performed eminent domain)	85	56	29	0	2	27	0
Interstate 215 Barton Road Interchange	37	21	16	0	7	9	0
Lenwood Road Grade Separation	35	10	25	0	17	8	0
Laurel Street Grade Separation	29	22	7	0	6	1	0
Hunts Lane Grade Separation	26	18	8	0	0	8	0
Palm Avenue Grade Separation	9	3	6	0	3	3	0
US 395 (Phase 1)	67	19	48	0	25	23	0
State Route 210 Base Line/ Lane Addition*	25	21	4	0	1	3	0
State Route 60 Archibald*	6	0	6	0	0	5	1
State Route 60 Central*	6	1	5	0	2	3	0

Project	Properties/Parcels						
	Number Acquired	Acquired with no RON Hearing	Resolution of Necessity (RON)				
			Total	Litigation/ Pending Cases	Settlement Type		
					Contract	Attorney	Court
Interstate 10 Corridor*	183	128	55	0	27	28	0
Mount Vernon Viaduct*	40	30	10	0	8	2	0
Interstate 10 Cedar*	31	19	12	1	9	2	0
Interstate 215 University Parkway*	5	3	2	0	0	2	0
I-10 Mount Vernon Avenue*	3	0	3	2	0	1	0
Interstate 10 Corridor Phase 2	33	33	0	0	0	0	0
US 395 Phase 2 *	46	16	30	18	6	0	0
West Valley Connector Project *	181	71	110	10	46	54	0
Redlands Passenger Rail Project	62	41	21	0	21	0	0
Rancho Siding Project (SCORE)	3	3	0	0	0	0	0
Total	975	551	424	31	179	180	3

*Still in progress

The second part of this agenda item is to provide the Board with a complete listing of properties that were approved by the Board for various projects, including added or deleted properties. For the purpose of the Mountain/Desert Policy Committee, please refer to the attachment titled, "US 395 Phase 2 – Parcel Listing". Projects with ROW acquisition requirements are taken before the Board and approved with the following language:

"Authorize staff to appraise properties and to make offers of Just Compensation to the property owners for the acquisition of property necessary for the XXX (Project); and"

"Authorize the Director of Project Delivery to add or delete parcels in Table __ as the Director of Project Delivery determines necessary for the Project."

During the course of project development, minor changes to a project's ROW requirements may occur due to design refinements, construction staging revisions, or utility relocation requirements. SBCTA typically tries to minimize the property impacts on every project, but often the identified list of properties occurs relatively early in the final design and ROW phases, which is why there can be changes to these requirements as the project progresses. Attached are

Mountain-Desert Committee Agenda Item

December 12, 2025

Page 4

the tables with lists for projects which have been previously approved by the Board. While some projects have had additions or deletions from what was originally approved by the Board, others have had no changes.

Annually, complete listings of Board approved property acquisitions, including added or deleted properties, will be provided to the Mountain/Desert Policy Committee and/or the Board unless otherwise requested.

Financial Impact:

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026.

Reviewed By:

A companion item is scheduled for review by the Board of Directors Metro Valley Study Session on December 11, 2025.

Responsible Staff:

Tracy Escobedo, Management Analyst II

Approved
Mountain-Desert Committee
Date: December 12, 2025

Witnessed By:

San Bernardino County Transportation Authority

US 395 Phase 2 Project Parcel listing
Approved
Board of Directors
December 7, 2022

ASSESSOR PARCEL NUMBER (APN)	OWNER	CURRENT LAND USE
3039-361-09	MPNR PROPERTIES, LCC	VACANT
3064-581-04	POPLAR 35 LLC	VACANT
3064-541-08	JUE, DONALD LIVING TRUST 7/3/86	VACANT
3064-571-08	VICTOR VALLEY COMMUNITY COLLEGE	VACANT
3064-541-07	JUE INVESTMENT PARTNERSHIP	VACANT
3064-401-03	PIPELINE PETROLEUM BANNING LLC	VACANT
3064-401-02	MAIN HESPERIA LLC	VACANT
3064-401-01	YUCCA TERRACE INVESTORS LLC	VACANT
3064-421-03	U. S. COLD STORAGE OF CALIFORNIA	VACANT
3064-421-01	U. S. COLD STORAGE OF CALIFORNIA	VACANT
3064-411-13	BHATIA TRUST 11/9/05	VACANT
3064-411-14	MALONEY FAMILY TRUST 5/16/17	VACANT
3064-411-15	MALONEY FAMILY TRUST 5/16/17	VACANT
3136-371-02	395 VICTORVILLE LLC	VACANT
3136-351-04	ROBIDOUX, SYLVIA LIVING TRUST	VACANT
3136-331-69	CITY OF VICTORVILLE	VACANT
3136-331-70	CITY OF LOS ANGELES	TRANSMISSION LINES
3136-281-02	SLOUGH FAMILY TRUST 10/19/12	VACANT
3136-281-01	SLOUGH FAMILY TRUST 10/19/12	VACANT
3071-561-14	PAINE, CHARLES F. TRUST	VACANT
3071-562-74	CHUA, HELEN	VACANT
3071-562-80	KIM, BRYAN	VACANT
3071-551-04	SYCAMORE PROPERTIES	VACANT
3071-551-02	SYCAMORE PROPERTIES	VACANT
3071-511-07	KASHANIAN, MANSOUR J.	VACANT
3134-441-05	DR. PREM REDDY FAMILY FOUNDATION	VACANT
3134-441-06	DR. PREM REDDY FAMILY FOUNDATION	VACANT
3134-441-03	PRIME A INVESTMENTS LLC	VACANT
3134-341-04	OVERLAND OPPORTUNITY FUND LLC	VACANT
3134-251-04	OVERLAND OPPORTUNITY FUND LLC	VACANT
3134-131-01	REGWAN FAMILY TRUST 7/7/20	VACANT
3096-441-07	COTHRAN MALIBU LP	VACANT
3096-441-06	COTHRAN MALIBU LP	VACANT
3096-441-05	HAFAR SUMMER Q. (PL)	VACANT
3096-441-04	HAFAR SUMMER Q. (PL)	VACANT
3096-441-03	LUNA VILLAGE 2 LLC	VACANT
3096-431-07	395 LUNA PROPERTY LLC	VACANT
3096-431-06	MAIDA HOLDING LLC	COMMERCIAL
3096-391-03	Tafa INVESTMENT PARTNERSHIP	VACANT
3096-391-06	SAKAHARA PROPERTIES, LLC	VACANT
3096-381-07	PRIME A INVESTMENTS LLC	VACANT
3096-381-09	M L S REALTORS INC.	VACANT
3096-381-01	VIC OXFORD INVESTMENTS LLC	VACANT
3103-571-08	DR. PREM REDDY FAMILY FOUNDATION	VACANT
3103-571-10	DR. PREM REDDY FAMILY FOUNDATION	VACANT
3103-571-03	DR. PREM REDDY FAMILY FOUNDATION	VACANT
3103-571-02	FEMINO, JAMES J. & DUE LIVING TRUST 3/30/96	VACANT
3103-571-01	PALMDALE RD LLC	COMMERCIAL
3064-561-17	ANDERSON 2007 TRUST	VACANT
3064-561-16	TSAI, TSUNG-CHANG	VACANT
3064-561-08	TSAI, TSUNG-CHANG	VACANT
3064-561-07	HSIEH, JANE	VACANT
3064-551-08	HESPERIA COMMUNITY DEVELOPMENT	COMMERCIAL
3064-551-07	HESPERIA COMMUNITY DEVELOPMENT	COMMERCIAL
3064-551-06	HESPERIA COMMUNITY DEVELOPMENT	COMMERCIAL
3064-541-06	JUE, DONALD LIVING TRUST 7/3/86	VACANT
3064-541-05	YLC INVESTMENTS LLC	VACANT
3064-531-08	SINGH, MARCELA LIVING TRUST 3/3/10	VACANT
3064-401-10	PLAZA STREET FUND 167 LLC	VACANT
3064-401-06	PIPELINE PETROLEUM BANNING LLC	VACANT
3064-401-05	PIPELINE PETROLEUM BANNING LLC	VACANT
3064-401-04	PIPELINE PETROLEUM BANNING LLC	VACANT
3064-401-03	PIPELINE PETROLEUM BANNING LLC	VACANT
3064-381-07	JAGROOP DHILLON	RESIDENTIAL/COMMERCIAL
3064-381-05	HANNA, GEORGE & NADIDA REV LIV TR	VACANT
3064-381-29	S & P FAMILY TRUST 6/1/96	VACANT
3064-381-01	LA BOUEF, MARK & NELLIE FAMILY TR	RESIDENTIAL
3064-371-12	SANGHA, VARINDER PAUL	VACANT
3064-371-11	HAZBOON, SIDQI S. TRUST	COMMERCIAL
3064-371-08	LAGO LIVING TRUST	VACANT
3064-371-06	SONG, DANIEL L	VACANT
3136-271-03	LEE, TERESITA	RESIDENTIAL
3136-251-06	TK PROPERTIES LLC	VACANT
3136-251-03	TK PROPERTIES LLC	VACANT
3136-251-02	CAMP AND JULIA SECOND FAMILY LIMITED	VACANT
3136-251-01	SHAYAN, PEIMAN	VACANT
3071-381-17	PRIME A INVESTMENTS LLC	VACANT
3071-381-18	PRIME A INVESTMENTS LLC	VACANT
3071-381-10	TATARIAN, VASKEN & KAREN FAMILY TR	VACANT
3071-371-12	SANDOVAL, ABRAHAM	VACANT
3071-371-14	SINGH, PARTAP	VACANT
3071-371-10	ROH, TAE SUNG LIVING TRUST 1/8/16	RESIDENTIAL
3071-371-09	WEN, MAY Y	VACANT
3071-371-08	CHANG, I-HSIN TR	VACANT

3071-371-07	MORISHITA LIVING TRUST 11/1/06	VACANT
3071-341-08	HUESING HOLDINGS LLC	VACANT
3071-331-08	SALEEB FAMILY TRUST	VACANT
3134-121-36	S L A VICTORVILLE LLC	VACANT
3134-121-22	UNKNOWN OWNER (CITY OF VICTORVILLE)	VACANT
3134-121-42	SHAHIN, LOUIS H TRUST 6/9/94	VACANT
3134-111-02	TSAI, WINDY	VACANT
3134-101-05	VERTIGO INVESTMENTS GROUP, LLC	VACANT
3134-101-02	VERTIGO INVESTMENTS GROUP, LLC	VACANT
3134-091-01	TSAI, TSUNG CHANG	VACANT
3096-371-04	HONG, MAN PYO & KYUNG JA REV TR	VACANT
3096-602-41	CITY OF VICTORVILLE	OPEN SPACE EASEMENT
3096-361-11	FRONTIER LAND HOLDINGS INC.	VACANT
3096-361-04	395 PROPERTIES 26 LLC	VACANT
3096-361-12	LAND OF AMERICA 10/28/13	CHECK
3096-361-09	GUARDIAN COMMERCIAL REAL ESTATE LP	VACANT
3096-961-62	CITY OF VICTORVILLE	OPEN SPACE EASEMENT
3136-261-10	WALDEN J DAHL	RESIDENTIAL
3096-431-07	LIGHTHOUSE PETROLEUM	COMMERCIAL
3064-591-01	395, LLC	COMMERCIAL/INDUSTRIAL
3064-591-03	395, LLC	COMMERCIAL/INDUSTRIAL
3136-261-07	RAVNEET KAUR	RESIDENTIAL
3136-261-05	RAVNEET KAUR	RESIDENTIAL
3064-381-01	RUSSELL BARRY	COMMERCIAL/INDUSTRIAL
3071-561-11	IBRAHIM GROUP CONGLOMERATE	COMMERCIAL

Notes: Per previously authorized delegation from the Board of Directors, the Director of Project Delivery can add and delete parcels as deemed necessary for the project. Stricken parcels were deleted and bolded parcels were added.

Minute Action

AGENDA ITEM: 3

Date: December 12, 2025

Subject:

Projects being considered for Caltrans partnerships on Senate Bill 1 competitive grants for 2026 Cycle 5 and applications submitted for Caltrans Sustainable Transportation Planning Grants

Recommendation:

Receive information on two sets of grant funding applications submitted to the California Department of Transportation (Caltrans):

1. Partnership applications for two Senate Bill 1 Cycle 5 Trade Corridor Enhancement Program (TCEP) projects as listed below.
 - a. Interstate 15 Cajon Pass Northbound Truck Climbing Lane Extension. (TCEP)
 - b. State Route 18 Corridor Freight, Safety, and Zero-Emission Project, US 395 to the Los Angeles County Line. (TCEP)
2. Two applications for the Fiscal Year 2025/2026 Caltrans Sustainable Transportation Planning Grants:
 - a. Advanced Signal and Transit Technology for San Bernardino Valley Priority Transit and Smart Corridors.
 - b. Active360: San Bernardino County Transportation Authority's Integrated Active Transportation Framework.

Background:

The Senate Bill (SB) 1 Programs and Strategy for San Bernardino Transportation Authority (SBCTA) Projects

In 2017, the State Legislature passed and the Governor signed SB 1, also known as the Road Repair and Accountability Act, increasing transportation funding and instituting program reforms. Part of these reforms included several competitive grant programs:

- Solutions for Congested Corridors Program (SCCP)
- Trade Corridor Enhancement Program (TCEP)
- Local Partnership Program – this program also contains a formulaic portion that allows County Transportation Commissions with sales tax measures to receive additional funding

SBCTA has benefitted substantially from all three of these programs in four prior grant cycles. Cycle 5 grant applications for SCCP and TCEP will be due to the California Transportation Commission (CTC) in November 2026. However, the California Department of Transportation (Caltrans) has instituted a process termed the “Caltrans System Investment Strategy” (CSIS) to determine whether they wish to partner with local sponsors of projects they deem to be of sufficient priority.

SBCTA has partnered with Caltrans on several projects in past cycles. While applications can be submitted to the CTC without a Caltrans partnership (which SBCTA has done several times), it is viewed that partnering with Caltrans will make the locally sponsored projects more competitive. An additional benefit for the TCEP program is that Caltrans can use part of its share of TCEP (40% of all the TCEP funds) to apply to the local project. SBCTA has received a State share of

Entity: San Bernardino County Transportation Authority

TCEP for several projects, including Interstate 10 (I-10) Express Lanes Contract 1 (Los Angeles County Line to Interstate 15 (I-15)), I-15 Corridor Freight and Managed Lane Project (Contract 1 – Cantu Galleno Ranch Road to Foothill Boulevard), and US 395 Widening, Phase 1.

For Cycle 5, the CSIS process has introduced a three-step evaluation involving much more scrutiny than any prior cycle. Two SBCTA projects are being submitted for evaluation and potential partnership:

- I-15 Cajon Pass Northbound Truck Climbing Lane Extension (TCEP - Construction)
- State Route (SR) 18 Corridor Freight, Safety, and Zero-Emission Project, US 395 to the Los Angeles County Line (TCEP – requesting for Final Design and Right-of-Way only)

Project Intake Forms were submitted to Caltrans for the Ontario International Airport (ONT) Connector project (SCCP), but the application has been withdrawn for reasons explained at the December 3, 2025 Board meeting. Alternate SCCP applications are being explored, but the timing is such that they could not likely become partnership applications with Caltrans for Cycle 5.

The I-15 and SR 18 projects are new projects never previously submitted for SB 1 funding and are included in the 10-Year Delivery Plan. The ONT Connector project was submitted for Cycle 4 but was not awarded. SBCTA projects for potential consideration in future SB 1 Cycles include:

- SR 18 construction, probably in two phases
- SR 62 from Sage Avenue to Airway Avenue in the City of Yucca Valley
- I-10 Freight and Managed Lane Project, Pepper Avenue to Ford Street
- I-15 Freight and Managed Lane Project, Foothill Boulevard to Duncan Canyon Road

The I-10 and I-15 projects are environmentally cleared, but the costs are in excess of the Measure I, State, and Federal funding available to build them at this time.

Caltrans Sustainable Transportation Planning Grants

The Sustainable Transportation Planning Grant Program was created to support the Caltrans mission: improving lives and communities through transportation. The largest category, the Sustainable Communities Competitive Grants, funds local and regional multimodal transportation and land use planning projects that further the region's Regional Transportation Plan/Sustainable Communities Strategies, contribute to achieving the State's greenhouse gas reduction targets, address the needs of under-resourced communities, and assist in achieving the Caltrans Mission and Grant Program Objectives. SBCTA has typically received funds from this grant program every year, ranging from technical work supporting transportation modeling or planning work to support the Long Range Multimodal Transportation Plan, transit and active transportation project development. Well-conceived planning grants tend to make SBCTA more competitive for SB 1 infrastructure grants and typically, the local match required can consist of in-kind services. SBCTA does not need to provide a cash match.

Two applications have been submitted for the Fiscal Year 2025/2026 cycle of the Sustainable Transportation Planning Grants:

- Advanced Signal and Transit Technology for San Bernardino Valley Priority Transit and Smart Corridors. The purpose of this application is to assess strategies and technologies for upgrading local jurisdiction signal systems in the Valley and to incorporate transit signal priority (TSP) technologies such as cloud-based TSP.

Mountain-Desert Committee Agenda Item

December 12, 2025

Page 3

- **Active360:** SBCTA's Integrated Active Transportation Framework. One of the purposes of this application is to identify bicycle and pedestrian projects in San Bernardino County that can be competitive for State and Federal grant funding and to assist jurisdictions with guidance on development of those projects.

Financial Impact:

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026.

Reviewed By:

This item was received by the Board of Directors Metro Valley Study Session on December 11, 2025.

Responsible Staff:

Steve Smith, Director of Planning & Regional Programs

Approved
Mountain-Desert Committee
Date: December 12, 2025

Witnessed By:

San Bernardino County Transportation Authority

Minute Action

AGENDA ITEM: 4

Date: December 12, 2025

Subject:

Call for Projects for Federal Transit Administration Section 5310 Funds - Victorville/Hesperia UZA

Recommendation:

That the Mountain/Desert Policy Committee recommend the Board, acting as the San Bernardino County Transportation Authority:

Approve the issuance of a Federal Transit Administration Section 5310 for Victorville/Hesperia Urbanized Area Program Call for Projects.

Background:

Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities provide formula funding to states, designated recipients, and their sub-recipients, to meet the transportation needs of older adults and people with disabilities when the transportation service provided is unavailable, insufficient, or inappropriate to meeting these needs. Previously, California Department of Transportation (Caltrans) was the direct recipient of Section 5310 Victorville/Hesperia Urbanized Area funding and managed oversight of the funds, requiring minimal involvement from the San Bernardino County Transportation Authority (SBCTA).

Recently there was a window of opportunity to change the direct recipient of these funds to Victor Valley Transit Authority (VVTa). As part of VVTa's new direct recipient role, they prepared a Program Management Plan defining roles and responsibilities. VVTa's responsibilities include ensuring compliance with FTA requirements, overseeing the disbursement of funds, and oversight of awarded funds, while allowing SBCTA to review and award projects. This change was important because it provides San Bernardino County with local control over these dollars. The VVTa Board of Directors approved the Program Management Plan in May of 2025, followed by FTA approval in August of 2025. Due to the increased responsibilities as a direct recipient of the funds, VVTa will receive 5% of the total available allocation, which is the amount previously allocated to Caltrans for program management. The total funding available for this call for projects is as follows:

Victorville/Hesperia UZA

	Allocation Amount
Fiscal Year 2024	\$424,660
Fiscal Year 2025	\$440,708
Less VVTa 5% for Oversight	(\$43,268)
Funds Available for Call	\$822,100

There are two call for projects applications: one for Traditional Section 5310 Projects and the other for Non-Traditional Section 5310 Projects. The Traditional Section 5310, Attachment A, funding is for buses/vans that are Americans with Disabilities Act (ADA) accessible, vehicle procurement testing and inspection, radios and communication equipment, computer hardware

Entity: San Bernardino County Transportation Authority

Mountain-Desert Committee Agenda Item

December 12, 2025

Page 2

and software that support Section 5310 program purposes only, extended warranties which do not exceed the industry standard, and transit related intelligent transportation systems.

The Expanded Section 5310, Attachment B, funding is for projects that are considered operating activities such as expansion of paratransit service that is beyond ADA minimum requirements, expansion of service hours, enhancement of services such as door-to-door or escort services, and new or expansion of volunteer driver programs. Additionally, under the Non-Traditional Section 5310 funding, capital activities are allowed such as acquisition of accessibility equipment beyond ADA requirements, purchasing accessible vehicles to support taxi, vanpooling, and/or ridesharing programs, and mobility management activities. Applications will be available to download at Gosbcta.com/5310 on January 7, 2026, contingent on SBCTA Board approval.

A minimum of 55% of the funding will be awarded to Traditional Section 5310 Projects and the remaining will be used for the Expanded Section 5310 Projects. There will be a staff-level review panel made up of SBCTA, VVTA, and AMMA Transit Planning. No potential applicants will be a part of the review process. Once the applications are reviewed, a recommendation will be made to the Mountain/Desert Policy Committee and then to the SBCTA Board of Directors for award. Attachment C shows the communities that are considered part of the Victorville/Hesperia Urbanized area.

The call for projects and grant award schedule is as follows:

Activities	Dates
§5310 grant application released by SBCTA	Wednesday, January 7, 2026
Final completed applications due to SBCTA	Wednesday, March 4, 2026
Mountain/Desert Policy Committee for the recommendation of approval of §5310 allocations	Friday, April 17, 2026
SBCTA Board approves §5310 allocations	Wednesday, May 6, 2026

Financial Impact:

This item has no financial impact on the adopted Budget for Fiscal Year 2025/2026.

Reviewed By:

This item is not scheduled for review by any other policy committee or technical advisory committee.

Responsible Staff:

Nancy Strickert, Multimodal Manager

Approved
Mountain-Desert Committee
Date: December 12, 2025

Witnessed By:

GRANT APPLICATION

CHECKLIST and TABLE OF CONTENTS

Applicant Full Name:

PART I: APPLICANT ELIGIBILITY

- ☐ **COORDINATED PLAN & SERVICE AREA CERTIFICATIONS**
Attachment A: Coordinated Plan & Service Area Certifications (Signature Required)
Attachment B: Lead Agency Applicant List (if available)
- ☐ **AUTHORIZING RESOLUTION**
Attachment C: Authorizing Resolution
- ☐ **CURRENT GRANT SUBRECIPIENT - COMPLIANCE**
Attachment D: Bi-Annual Report and Certificate of Liability Insurance
- ☐ **PROJECT NEED**
Attachment E: Project Need: Transportation Needs Supporting Documentation

PRIVATE OR PUBLIC AGENCY

- ☐ **PRIVATE NONPROFIT AGENCY - CORPORATION STATUS**
Attachment F: Private Nonprofit Corporation Status Inquiry
- ☐ **PUBLIC AGENCY CERTIFICATION**
Attachment G: Public Agency Certification Package (Signature Required)
- ☐ **GENERAL CERTIFICATIONS AND ASSURANCES SUMMARY**
Attachment H: General Certifications & Assurances Summary Form (Signature Required)
- ☐ **AGENCY PROFILE**
Attachment I: Supporting Documentation (Brochure, etc.)
Attachment J: Map of Service Area

PART II: FUNDING REQUEST

- ☐ **ELIGIBLE CAPITAL EXPENSES: VEHICLES**
Attachment K: Alternative Fuel Justification (if applicable)
Attachment L: Local Procurement Policy & Procedures Certification
- ☐ **REPLACEMENT/SERVICE EXPANSION VEHICLES**
Attachment M: Photograph of Replacement Vehicle
Attachment N: Documentation Supporting Service Expansion
- ☐ **OTHER EQUIPMENT**
Attachment O: Three Quotes of Like Kind for Other Equipment Requests
Attachment L: Local Procurement Policy & Procedures Certification
Attachment P: Non-Competitive Award Request Form
- ☐ **OTHER EQUIPMENT: AGENCY INVENTORY**

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

PART III: SCORING CRITERIA

☐ ABILITY OF APPLICANT

Attachment Q: Letter of Support for Applicants Not Previously Providing Transportation
 Attachment R: Driving Training Program and Sensitivity Training
 Attachment S: System for Dispatching Vehicles and Staff Dispatch Training
 Attachment T: Vehicle Maintenance Documentation
 Attachment U: CHP Vehicle and Terminal Inspection Report
 Attachment V: Other Funding Pursued and/or Received
 Attachment W: Audited Financial Statement Within the Last Three Years
 Attachment X: County Office of Emergency Services Response Plan
 Attachment Y: Documentation of County Use of Accessible Vehicles

☐ PROPOSED BUDGET FOR TRANSPORTATION PROGRAM

☐ COORDINATED PLAN REQUIREMENTS

Attachment Z: CTSA or Coordinating Agency Letter **OR**
 CTSA/RTPA No Opportunities for Coordinating Vehicles Letter

☐ COORDINATION - USE OF VEHICLES/EQUIPMENT

☐ EXISTING TRANSPORTATION SERVICES

Attachment AA: Existing Transportation Services Table

☐ PROPOSED TRANSPORTATION SERVICES TABLE

☐ OTHER EQUIPMENT

COORDINATED PLAN CERTIFICATION

The projects selected for funding under the Section 5310 program must be included in a locally developed, coordinated public transit-human services transportation plan (Coordinated Plan) that was “developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public.”

Required Elements. Projects shall be included in a coordinated plan that minimally includes four elements and a level consistent with available resources and the complexity of the local institutional environment.

Adoption of a Plan. As part of the local coordinated planning process, the lead agency in consultation with participants should identify the process for adoption of the plan. This grant application must document the local plan from which each project is included, including the lead agency, the date of adoption of the plan, or other appropriate identifying information.

SERVICE AREA CERTIFICATION

In coordination with your Regional Transportation Planning Agency (RTPA) or Metropolitan Planning Organization (MPO), check the appropriate box(es):

- ☐ Large Urbanized Area (LUZA)
- ☐ Small Urban
- ☐ Rural

Identify the LUZA:

AUTHORIZING RESOLUTION

Attach a copy of your agency’s authorizing resolution that authorizes an agency employee to sign this application on the agency’s behalf.

UNIQUE ENTITY IDENTIFIER (UEI)

Provide your agency’s UEI number:

CURRENT GRANT SUBRECIPIENT – COMPLIANCE

If you are a current grant subrecipient and are not compliant with all FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program requirements you will not be eligible to apply for grant funds until compliance has been determined. You must be in compliance at time of application submittal.

As part of the Standard Agreement, the Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities Program requires bi-annual reporting.

Does your agency have an active vehicle purchased with a 5310 grant or current operating assistance or mobility management project?	<input type="radio"/> Yes	<input type="radio"/> No
If yes, is your agency currently in compliance with the 5310 Standard Agreement?	<input type="radio"/> Yes	<input type="radio"/> No

PROJECT NEED

Title 49 U.S.C. 5310(a)(2) provides that a State may allocate apportioned funds to a private non-profit organization if public transportation service provided under Section 5310(a)(1) is unavailable, insufficient, or inappropriate.

All applicants must provide current documentation supporting the stated transportation needs.

A. Check the appropriate box below as applicable. One box must be checked.

☐ **Unavailable**

There is no existing public transportation or Paratransit (e.g., ADA Paratransit, fixed route, dial-a-ride services) in the proposed project service area available to serve the described target population.

☐ **Insufficient**

Available public transportation and Paratransit services are insufficient to meet the needs of the target population or equipment needs replacement to ensure continuance of service. (Examples: service at capacity service parameters, routes, hours, need not met due to eligibility and/or trip criteria, projected future need, vehicles inaccessible, etc.)

☐ **Inappropriate**

Target population has unique or special needs that are difficult or impossible to serve on available public transportation and/or Paratransit. (Example: lack of wheelchair accessibility.)

B. Existing Transit Service

Describe how existing public transit or public Paratransit, including fixed-route, dial-a-ride, ADA complementary Paratransit and private Paratransit **does not serve the population in your service area.**

PRIVATE NONPROFIT AGENCY - CORPORATION STATUS INQUIRY AND CERTIFICATION

If you are claiming eligibility as a Section 5310 applicant based on your status as a private nonprofit organization, you must obtain verification of your incorporation number and current “active” legal standing from the California Secretary of State, Certification and Records. To assist you in obtaining this information, use one of the following two methods:

1. To obtain Corporate Records Information over the Internet, go to: <https://businesssearch.sos.ca.gov/> and enter your agency name. If your agency is active, print the screen and use that to certify that your agency’s corporate status is active with the Secretary of State.
2. If you are unable to locate the information online, you can obtain the “Status Inquiry” document by making a written request to:

State of California
Secretary of State
Certification and Records
PO Box 944260
Sacramento, CA 94244-2600

Office Location:
1500 11th Street
Sacramento, CA 95814

(916) 654-5448

Please note: If requesting the certification in person or by mail, processing times could take up to 3-4 weeks.

Do not submit articles of incorporation, bylaws or tax status documentation.

PRIVATE NON-PROFIT AGENCY

Legal Name of Non-Profit Applicant:	
State of California Articles of Incorporation Number:	
Date of Incorporation:	

PUBLIC AGENCY CERTIFICATION

Attachment G: Title 49 U.S.C. 5310(a)(2) provides that a State may allocate apportioned funds to a governmental authority provided that: 1) the governmental authority is approved by the State to coordinate services for seniors and individuals with disabilities; and 2) there are no non-profit organizations readily available in the area to provide the special services.

A public agency must certify that no non-profit agencies are readily available to provide the proposed service, by completing and signing the “**Public Agency Certification**” form found in **Attachment G**.

GENERAL CERTIFICATIONS AND ASSURANCES SUMMARY

Attachment H: The original “General Certifications and Assurances” shall be signed and dated in blue ink. Use the legal name of your agency exactly as it appears on your California Secretary of State Status Inquiry form.

AGENCY PROFILE

Provide the total number of clients currently served by the agency, and provide a breakdown of clients who are seniors, persons with disabilities or wheelchair users. **If a client can be identified in more than one category, choose the one category that most closely describes the client.** A client is counted only once. For example, a senior who uses a wheelchair is scored once as a wheelchair user.

A person with disabilities is individual of any age who is not able to use accessible public fixed route services (whether temporarily or on a long-term basis), regardless of their need to use a wheelchair.

National origin information is collected and reported to the FTA.

Total number of clients currently served by your agency's transportation program. (Do not duplicate)		Per FTA Circular, provide the percent of national origins served by your program. (Total 100%)	
Number of seniors:		American Indian & Alaska Native	%
Number of persons with disabilities:		Asian	%
Number of wheelchair/lift users:		Black or African American	%
Total Number of Clients:		Hispanic or Latino	%
		Native Hawaiian & Other Pacific Islander	%
Total number of wheelchair/life users divided by clients:	NaN	% All Other	%
		Total Must be 100%	%

AGENCY PROFILE CONTINUED...

Briefly describe your agency's purpose and program. **Include the days and hours of the operation of your transportation program** and the service your agency currently provides or intends to provide.

Attachment I: Supporting documentation must be uploaded (e.g., agency brochure).

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

AGENCY PROFILE CONTINUED...

Briefly describe the geographic area that is served by your transportation program (include cities, counties, and regions within the service area).

Attachment J: An 8-1/2 x 11 map of the service area must be uploaded delineating service boundaries.

Title VI Requirements (Nondiscrimination) Requirements: Describe any lawsuits or complaints against your entire agency within the last year alleging discrimination on the basis of race, color, or national origin. At a minimum please include the following information: **Date of Complaint/Lawsuit received and/or acted on, Description Status/Outcome, Corrective Action Taken, and Date of Final Resolution.**

(To be eligible, you must provide a written response in this area; N/A is not an acceptable response.)

ELIGIBLE CAPITAL EXPENSES: VEHICLES

Vehicles acquired under the Section 5310 program must be used primarily for transportation of seniors and individuals with disabilities at a minimum of 20 service hours per week per vehicle. Services are to be provided only within the legal jurisdiction of the grantee. Vehicles may be used only in the following ways:

- By the private non-profit organization of the public agency as described in their approved grant application; or
- By a private for-profit operator or private non-profit organization, via contractual agreement or interagency agreement with the subrecipient only for the services identified in the approved grant application. The contractual agreement must be pre-approved by Caltrans.

When an agency other than the subrecipient in the grant application operates vehicles or other equipment, control and responsibility for the operation of the vehicles must remain with the grant subrecipient. The private non-profit organization or public agency remains the registered owner of the vehicle and has full responsibility for program compliance including, but not limited to operation oversight, reporting, insurance, maintenance and monitoring. Caltrans DRMT shall be listed as the lien holder on all approved project vehicles. Non-compliance with program requirements may result in a Corrective Action Plan or relinquishment of vehicles and/or equipment to the State. In addition, pre-award authority is strictly forbidden for all capital awards. An executed Standard Agreement is NOT authorization to purchase, please coordinate with your 5310 program liaison.

The maximum funding amount (for Traditional and Expanded projects) will be determined post application submittal and after the competitive scoring process. Please note, this program is highly competitive, typically over prescribed and applicants may not receive their full funding request(s).

Is your agency also applying for funding from another program (i.e. other FTA programs, Department of Health and Human Services, State/Local Funds, etc.) for this proposed project?

☐ Yes

☐ No

If yes, please explain.

ELIGIBLE CAPITAL EXPENSES: VEHICLES

The estimated prices for all procurements is used to determine the funding amount granted for each project. This award is made for the procurement of a specific (vehicle) project, not for a guaranteed amount of funds. The program will retain any remaining funds after the purchase of the project has been completed. If the actual price exceeds the estimate, grantees will be required to provide 100% of the additional funds needed.

Vehicles (Price shown includes accessibility equipment) standard seating capacity examples by vehicle type)*	Class	Quantity Requested	Estimated Unit Price	Total Estimated Price
Minivan 5 Ambulatory Passengers (AP); 1 Wheelchair Position(s) (WC), includes ramp, fuel type: Gas	D		\$89,000	
Full-sized Van 8 AP**; 2WC; fuel type: Gas	V		\$91,000	
Full-sized Van 9 AP**; 2WC; fuel type: Gas	V		\$96,000	
Small Bus 8 AP; 2 WC, fuel type: Gas	A		\$131,000	
Medium Bus 12 AP; 2 WC, fuel type: Gas	B		\$140,000	
Medium Bus 12 AP; 2 WC, fuel type: Compressed Natural Gas (CNG)***	B		\$140,000	
Large Bus 16 AP; 2 WC, fuel type: Gas	C		\$146,000	
Large Bus 16 AP; 2 WC, fuel type: CNG***	C		\$146,000	
Larger Bus 20 AP; 2 WC, fuel type: Gas	E		\$195,000	
Larger Bus 20 AP; 2 WC, fuel type: CNG***	E		\$195,000	

*Unit prices are estimates. The price of vehicle, equipment and related charges are subject to change at the time of purchase. Estimated unit price represents the total price of the vehicle.

****Pending final floor plans, ambulatory capacity may be reduced when wheelchair positions are in use. One AP is the co-pilot seat.**

*****Attachment K:** Compressed Natural Gas (CNG): Justify the need for an alternative fuel vehicle. Indicate whether your agency has the requisite fuel infrastructure, as well as the proximity of the fuel station in relation to your agency. local match will be required.

NOTE: The vehicle unit price includes the price of a base accessible vehicle that includes a wheelchair lift, ties downs, an estimate of the procurement fees and applicable sales tax associated with the vehicle purchase. Applicants are to use the unit prices as provided above. Vehicle unit price is capped. If an applicant submits a request for a vehicle with a price greater than the cap due to additional options, the additional funds must be provided by the applicant (grant subrecipient).

For all Compressed Natural Gas (CNG) vehicles, the applicant will pay the difference above the award amount.

METHOD OF PROCUREMENT

Check the proposed method of vehicle procurement:

<input type="radio"/>	State Contract, DRMT procures on behalf of the Applicant (MOST APPLICANTS).
<input type="radio"/>	MBTA Joint Procurement (must be named to the MBTA contract), Applicant Procures on their own.
<input type="radio"/>	State Contract, Applicant procures on their own and is reimbursed by DRMT.
<input type="radio"/>	Local Procurement (Upload Procurement Policy & Procedures Certification* Attachment L).
<input type="radio"/>	Local Procurement Piggyback.

*Applicant using a local procurement process (including piggybacking and sole-source awards) to acquire 5310 funded vehicles, commodities and/or services must comply with federal procurement laws, regulations and requirements including written procurement policy and procedures. Applicant must certify compliance by completing and uploading the Procurement Policy and Procedures Certification in **Attachment L**.

Complete Applicant's tentative procurement schedule for all **local** procurement actions:

Procurement Schedule	Date
Solicitation Package to Caltrans	
Notice of Solicitation Award (RFP/IFB only)	
Issue Purchase Order to Vendor	
Delivery/Installation	
Place into Service	

REPLACEMENT/SERVICE EXPANSION VEHICLES

Questions apply to vehicle requests.

REPLACEMENT VEHICLES (Maintaining existing service levels)

To be eligible for replacement, the vehicle must currently be registered to the applicant agency and have a wheelchair accessible ramp or lift, and must be in active service. The vehicle does not have to be originally federally funded. Leased vehicles, Sedans and SUVs are not eligible for replacement.

Applications for vehicle replacements must be “like for like.” For example, in an application for a small replacement bus, the vehicle to be replaced must be a small bus.

Attachment M: A photograph of the vehicle(s) proposed for replacement must be uploaded. Take the photograph at an angle to show back wheels.

Replacement Vehicles

Provide each requested replacement vehicle(s) funding source. Include the Standard Agreement number for federally funded procurement:

Replacement Vehicles

Explain why the vehicle(s) need replacement in order to ensure continuance of existing services. Describe the service the vehicle(s) will provide and the service area:

New Service or Service Expansion Vehicle

Explain the new service or the projected increase in the number of clients you will serve, and the basis for your estimates. Describe the service area, the type of service the vehicle(s) you are requesting will provide and how it relates to the needs assessment in the Coordinated Plan.

Attachment N: *Related Documentation supporting this growth must be uploaded as an appendix and its relevance discussed within the narrative (e.g., current waiting list, reports of trips denied).*

Projected number of one-way passenger trips per day to be provided by each vehicle:

OTHER EQUIPMENT

Other eligible equipment is equipment other than vehicles and may include: computer hardware and software (including scheduling and vehicle maintenance software); transit-related intelligent transportation systems (ITS); communication and security equipment (mobile radios, cameras, etc.); wheelchair restraints; initial component installation costs; and the introduction of new technology through innovative and improved products into specialized transportation for seniors and individuals with disabilities. **No fixed route equipment will be funded.**

All on-board equipment must be used to support your transportation operation in proportion to the number of vehicles you operate in your transportation program for clients who are seniors and individuals with disabilities.

The applicant must upload three (3) quotes of like-kind equipment **with** this application (**Attachment O**). The quotes must describe the salient characteristics of the equipment and the characteristics must be consistent across all quotes. **The quotes may serve as the Applicant's Independent Cost Estimate (ICE), (FTA C4220.1F).** The average of the three (3) quotes will become the requested grant amount. Use the chart on the next page to summarize the three (3) quotes and upload the vendor quotes.

In the absence of three quotes of like kind, the applicant must upload an estimate from the vendor and a completed **Non-Competitive Award Justification form (Attachment P)**. Non-Competitive Award Procurement requests will not be approved during the grant application review.

If the project is selected, the subrecipient (applicant) must perform a comprehensive federally compliant procurement that is coordinated through the Section 5310 Program in conjunction with the Division of Rail & Mass Transportation's (DRMT) Procurement Branch. Procurement approval must be granted prior to purchase. Upon approval, the Subrecipient may purchase the Other Equipment, and upload a Request for Reimbursement (RFR) package in BlackCat for reimbursement of the federal share of the actual purchase price not to exceed 100% of the grant amount.

Is your agency also applying for funding from another program (i.e. other FTA programs, Department of Health and Human Services, State/Local Funds, etc.) for this proposed project (Other Equipment)?	<input type="radio"/> Yes	<input type="radio"/> No
--	---------------------------	--------------------------

If yes, please explain.

OTHER EQUIPMENT CONTINUED...

Complete for requesting Other Equipment and upload vendor quotes.
Minimum 3 quotes required.

	Computer Hardware	Hardware Description	Quantity	Unit Price	Price
	<i>Sample Vendor 1</i>	<i>2.5 Ghz, 5TB HHD, 128 GB RAM</i>	<i>5</i>	<i>\$1,000.00</i>	<i>\$5,000.00</i>
1					\$ 0.00
2					\$ 0.00
3					\$ 0.00
	Computer Software	Software Description	Quantity	Unit Price	Price
	<i>Sample Vendor 2</i>	<i>2.5 Ghz, 5TB HHD, 128 GB RAM</i>	<i>25</i>	<i>\$100.00</i>	<i>\$2,500.00</i>
1					\$ 0.00
2					\$ 0.00
3					\$ 0.00
	Base Station	Description	Quantity	Unit Price	Price
1					\$ 0.00
2					\$ 0.00
3					\$ 0.00
	Mobile Radio	Description	Quantity	Unit Price	Price
1					\$ 0.00
2					\$ 0.00
3					\$ 0.00
	Other Eligible Equipment	Equipment Description	Quantity	Unit Price	Price
1					\$ 0.00
2					\$ 0.00
3					\$ 0.00

TOTAL – OTHER EQUIPMENT

TOTAL PROJECT PRICE (Other Equipment)

OTHER EQUIPMENT CONTINUED...

Method of procurement:

<input type="radio"/>	Local Procurement* (Other Equipment: Computers, cameras, etc.) (Attachment L)
<input type="radio"/>	Non-Competitive Award (Upload Non-Competitive Justification Form** (Attachment P)
<input type="radio"/>	Other, specify:

*Applicant using a local procurement process (including piggybacking and non-competitive awards) to acquire 5310 funded vehicles, commodities and/or services must comply with federal procurement laws, regulations and requirements including written procurement policy and procedures. **Applicant must certify compliance by completing and uploading the Procurement Policy and Procedures Certification in Attachment L.**

NOTE: Local Procurements, Non-Competitive Awards, and other procurement methods require additional procurement oversight by DRMT. Please allow adequate time for the review and approval of these procurement methods after grant award and before project service starts. Pre-award authority is strictly forbidden for all capital awards. An executed Standard Agreement is NOT authorization to purchase, please coordinate with your 5310 program liaison.

Complete Applicant's tentative procurement schedule for all local procurement actions:

Procurement Schedule	Date
Solicitation Package to Caltrans	
Notice of Solicitation Award (RFP/IFB only)	
Issue Purchase Order to Vendor	
Delivery/Installation	
Place into Service	

If the project is selected and the agency receives Section 5310 approval, the agency will purchase the equipment using 100% of their funds. Once the equipment is received, the agency will seek reimbursement from VVTA.

EQUIPMENT: AGENCY INVENTORY

Agency Inventory (Required for ALL other equipment requests)

1. Complete table for the requested other equipment:

1. Indicate equipment type to be replaced
2. Indicate the quantity of existing equipment units by like kind.
3. Indicate the age of the equipment.
4. Indicate the requested number of units of additional equipment.
5. Indicate the total number of vehicles in your transportation fleet.

Equipment Type to be replaced	Quantity	Date existing equipment purchased	Quantity of Requested Equipment	Current Fleet Size
<i>Example: Computer</i>	3 2 4	5-18-2005 1-1-2001 6-15-2004	6	10
<i>Example: Mobile Radio</i>	8 3	8-14-2007 4-21-2002	4	15
<i>Example: Software</i>	0	-	1	16

2. Describe the type of equipment you are requesting and specifically identify the components.

OTHER EQUIPMENT: AGENCY INVENTORY CONTINUED...

3. Discuss how the requested equipment will be used to support the transportation program. Include any expected improvements in service delivery or coordination, any reduction in the cost of providing service and the current method of collecting and tracking information.

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

ABILITY OF APPLICANT *See Quantitative Scoring & Project Rating Worksheet Section I*

The following section of this application is used to score your Traditional project application. The scoring worksheet will help you understand the focus of the items to be scored. Applicants who address questions completely and discuss the relevance of the supporting documentation that validates the transportation needs will earn full points. Upload documentation to support your answers in the appropriate Attachments. Examples of supporting documentation are provided below:

- Testimony at, or findings from, a Transportation Development Act (TDA) Article 8 hearing (Unmet Transit Needs)
- Citizen on-board passenger surveys
- Current waiting lists and/or records of trips denied
- American with Disabilities Act (ADA) Plan
- Recognized surveys
- Recognized studies or plans that document transit needs (e.g., Area Agency on Aging Needs Assessment, short range transit plan, Senate Bill 826 Action Plan/Progress Report)
- Letter from a public transit agency
- Newspaper or social media articles
- Agency brochures, agency statistics or demographics
- Letter of inquiries to and/or response from other funding source

ABILITY OF APPLICANT *See Quantitative Scoring & Project Rating Worksheet Section I*

See Quantitative Scoring & Project Rating Worksheet Section I

Describe applicant's experience and history of providing efficient and effective transit services. The number of years of transportation service should reflect the number of years your agency has provided transportation services. Do not include service of your subcontractor(s). If you will be a first-time provider of transportation services, provide the number of years you have provided social services to seniors and individuals with disabilities.

1. Does your agency currently provide transportation?

☐ Yes

☐ No

If yes, how many years of transportation experience does your agency have? _____

If no, how many years of experience does your agency have in providing non-transit services to seniors and individuals with disabilities?

Attachment Q: Additional points can be obtained for applicants that have not previously been transportation providers by providing a letter of support from the MPO/RTPA or Coordinated Transportation Service Agency (CTSA).

ABILITY OF APPLICANT CONTINUED...

Scoring Criteria for questions 2-12*:

0 = Does not address question

1 = Addresses question without uploading relevant documentation.

2 = Addresses question completely and attaches relevant documentation to all questions 2-12*

*For this funding cycle, there is no question 12 to complete as the local match is 100% Federally matched (within grant award amount).

2a. Describe your agency's driver training program by specifically discussing each of the following components indicating whether they will be performed in-house or under contract and the staff or position(s) responsible:

Attachment R: Supporting Documentation for New Driver Training and Sensitivity Training.

- New Driver Orientation and Training: both classroom and behind-the-wheel training and testing. Include ongoing training.

ABILITY OF APPLICANT CONTINUED...

2b. Describe your agency's driver training program by specifically discussing each of the following components indicating whether they will be performed in-house or under contract and the staff or position(s) responsible:

Attachment R: Supporting Documentation for New Driver Training and Sensitivity Training.

- Sensitivity, First Aid, CPR and Emergency Preparedness Training.

ABILITY OF APPLICANT CONTINUED...

3. Describe your agency's system for dispatching vehicles and discuss training of staff in the dispatching function.
Attachment S: Supporting Documentation

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

ABILITY OF APPLICANT CONTINUED...

4. Describe your agency's vehicle maintenance program, addressing **each** of the following components.

- Daily pre-trip and post-trip inspection description with daily inspection forms
- Preventative & routine maintenance description, with maintenance forms
- Contingency plan for when equipment is not available for service

Attachment T: Pre-trip and Post trip inspection forms and maintenance forms.

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

ABILITY OF APPLICANT CONTINUED...

5. If your agency operates vehicles with more than 10 passengers (including driver), upload a copy of your most recent CHP vehicle and terminal inspection report. If your agency is not required to have a CHP inspection based on this requirement, upload your agency's most recent Caltrans Section 5310 vehicle and agency inspection reports. **This information must match the Existing Transportation Services Table, column 5 of Attachment AA of this application.**

Attachment U: Supporting Documentation

6. Describe other funding your agency has received or pursued (e.g., other grants, donations, contracts, cash reserves of the agency, etc.) and why these are not available to fund the proposed project.

Attachment V: Supporting Documentation

ABILITY OF APPLICANT CONTINUED...

7. Upload a copy of your agency's current (i.e., within the last 3 years) audited financial statement with no instance of non-compliance. **Attachment W: Supporting Documentation**

8. Agency Information: Describe the emergency planning and drill activities within your agency and in cooperation with the county. Provide proof your agency is included in the response plan with the County Office of Emergency Services. Indicate the drill(s) you have participated in, or are scheduled to participate in.

Attachment X: Supporting Documentation

9. Vehicle Information: Describe the steps you have taken to identify your available accessible vehicles (including capacity) to the county for use in emergency evacuations.

Attachment Y: Supporting Documentation

PROPOSED BUDGET FOR TRANSPORTATION PROGRAM

See *Quantitative Scoring & Project Rating Worksheet Section I*

10. **Annual Operating Budget:** Indicate the proposed annual operating budget for your entire transportation program, including the costs associated with operating the required equipment. Enter whole dollars only, no commas or .00.

ESTIMATED INCOME:		
a. Passenger Revenues		\$
b. Other Revenues		\$
c. Total grants*, donations, and subsidy from other agency funds		\$
TOTAL INCOME: <i>Not including this grant request</i>		\$ 0
ESTIMATED EXPENSES:		
a. Wages, Salaries, and Benefits (Non-Maintenance Personnel)		\$
b. Maintenance & Repair (include maintenance salaries)		\$
c. Fuels		\$
d. Casualty & Liability Insurance		\$
e. Administrative & General Expense		\$
f. Other Expenses (e.g., materials, supplies, taxes)		\$
g. Contract Services (Specify)		\$
TOTAL EXPENSES:		\$ 0

11. **Operating Fund Sources:** Include and explain all sources of operating revenue; including revenue from grants, donations, and local fund-raising projects that will be used to fund your transportation program. List the funding sources and amounts for the prior, current and budget year. The total sources of operating funds in Question 11, Operating Sources, should be equal to the total operating income shown in Question 10, Annual Operating Budget.

SOURCES	PRIOR YEAR	CURRENT YEAR	NEXT YEAR
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
TOTAL:	\$ 0	\$ 0	\$ 0

Explain the sources of operating revenues.

COORDINATED PLAN REQUIREMENTS

See Quantitative Scoring & Project Rating Worksheet Section II

Scoring Criteria:

- 0 – Does not address question and/or does not include Coordinated Plan section or page number
- 3 – Addresses question & indicated Coordinated Plan section and/or page number

Per FTA C 9070.1G, Chapter V, FTA Section 5310 projects shall be included in a Coordinated Plan that minimally includes the following four elements and a level consistent with available resources and the complexity of the local institutional environment. The following questions address how this project is derived from Coordinated Plan for your area. (Only 0 or 3 points per question)

Element 1: An assessment of available services that identifies current transportation providers (public, private, and non-profit).

1. Describe the available non-profit, public transit or Paratransit, including fixed route, dial-a-ride, ADA complementary Paratransit services. (Indicate Coordinated Plan Section/Page Number.)

COORDINATED PLAN REQUIREMENTS CONTINUED...

Element 2: An assessment of transportation needs for seniors or individuals with disabilities. This assessment may be based on the experience and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.

2. Describe the transportation needs of seniors and individuals with disabilities to be served by the proposed project. (Indicate Coordinated Plan Section/Page Number.)

COORDINATED PLAN REQUIREMENTS CONTINUED...

Element 3: Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.

3. How does this project(s) address one or more of the coordination strategies, activities, and/or projects and efficiencies identified in the Coordinated Plan for your area? (Indicate Coordinated Plan Section/Page Number.)

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

COORDINATED PLAN REQUIREMENTS CONTINUED...

Element 4: Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.

4. How does this project(s) address one or more of the implementation priorities identified in the Coordinated Plan for your area? (Indicate Coordinated Plan Section/Page Number.)

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

COORDINATION – USE OF VEHICLES/EQUIPMENT

See Quantitative Scoring & Project Rating Worksheet Section II

Per FTA C 9070.1H, Chapter VI, FTA encourages maximum use of vehicles funded under the Section 5310 program. Coordination of vehicles and other transportation related activities where opportunities exist to coordinate are encouraged. Coordination of services include:

- Shared use of vehicles
- Dispatching or scheduling
- Maintenance
- Back-up transportation
- Staff training programs
- Procurement of services and supplies from funding sources other than Section 5310
- Active participation in local social service transportation planning process
- Client trip(s) with other agencies

Attachment Z: To obtain points for questions 1 and/or 2, **a letter must be uploaded** from the Consolidated Transportation Service Agency (CTSA), or an agency with which you are coordinating services, substantiating the coordination activities described. For additional information contact your RTPA/MPO. If no CTSA exists in your service area or if you are the CTSA, a letter must be obtained from the RTPA/MPO.

1. Describe how vehicles in your agency's **existing** fleet, services or equipment, are used to provide coordinated service for another agency's clients or how these vehicles are shared with another agency(s).

Narrative must include:

- The name of the participating agency(s)
- Agency description, and usage of vehicle(s)
- Days and hours of use
- Number of passengers using service

COORDINATION – USE OF VEHICLES/EQUIPMENT CONTINUED...

2. Describe the plan for coordinating use of **requested** vehicle(s) or equipment. **Narrative must include:**

- Name of the participating agency(s)
- Agency description, and usage of vehicle(s)
- Days and hours of use
- Numbers of passengers using service

OR

3. If unable to coordinate, explain why. Discuss any attempts the agency has made to coordinate. **Attachment Z:** Provide supporting documentation letter from CTSA or RTPA/MPO confirming that no opportunities for coordination currently exist for requested vehicles or equipment.

Attachment: Attachment A 5310 FY26 Traditional Application Fillable (10864 : FTA 5310 Call for Projects - Victorville/Hesperia)

EXISTING TRANSPORTATION SERVICES

See *Quantitative Scoring & Project Rating Worksheet Section III*

Download the Attachment AA in the BlackCat, complete, and upload.

Instructions to complete Existing Transportation Table:

1. Identified by the last five digits of the VIN, list all vehicles your agency currently owns or leases that provide passenger service to seniors and/or persons with disabilities. Include backup vehicles and those to be removed from service if a new vehicle is awarded. **Also list any vehicles you have on order or for which you have received a grant or commitment from any source (e.g. Section 5310, Department of Aging, city or county.)**
2. **Proposed Replacement requests only:** Indicate the type of vehicle, **Van or Bus** for vehicles proposed for replacement in the application. A van is defined as a vehicle with a gross vehicle weight rating (GVWR) of less than 10,000 pounds; and a bus as a vehicle with a GVWR of more than 10,000 pounds, as identified by the Original Equipment Manufacturer's (OEM) weight certificate located on the driver's side door. Also indicate the **disposition** of the vehicle proposed for replacement as follows: **"BK"** for backup and **"S"** for sell. To be eligible for replacement, vehicles must meet the following criteria at the time the application is filed:
 - Vehicle to be replaced must be currently registered to the applicant and in **active service** (providing service throughout the agency's normal days and hours of operation).
 - Vehicle to be replaced is for a like-kind vehicle with similar service life. **Sedans and SUVs are not eligible for replacement**
3. List all active vehicles years and makes in your fleet inventory. (If you need more space, please add additional rows.)
4. List the most current mileage.
5. List ambulatory (A) seating capacity and wheelchair (W) capacity (e.g., 6A/2W) for each vehicle.
6. Indicate the number of fold down seats in the wheelchair positions for each vehicle.
7. Identify, by indicating "Y" for yes and "N" for no, if a vehicle is **currently** used as a backup vehicle. **Note:** Vehicles currently in backup service are **not eligible** for replacement.
8. Date the vehicle was purchased or leased by your agency.
9. List the registered owner(s) of the vehicle. Do not list the legal owner (lien holder). You may abbreviate or use the words "applicant," "county," etc., where the meaning is clear in the context of the application.
10. List number of hours per day, excluding **idle time**, that each vehicle provides service. Then, total the service hours per day for all active vehicles (exclude backups) in the fleet and enter the total in the last cell in column 10. Use whole numbers of hours, not ranges of hours, or portions of hours.
11. List average number of one-way passenger trips per day. Provide total number of one-way passenger trips per day for all active vehicles (exclude backups) in the fleet by totaling all entries and enter the total in the last cell in column 11. **Do not use ranges.**
12. Annual maintenance and repair costs. List total maintenance and repair costs for the last 12-month period for which figures are available.
13. Add more lines if needed.

Additional information needed for replacement vehicle requests: Replacement vehicles are identified as those needing replacement in order for the Agency to continue their existing services. For each new vehicle requested, a current vehicle in active service must be placed in backup or sold.

PROPOSED TRANSPORTATION SERVICES TABLE

See *Quantitative Scoring & Project Rating Worksheet Section III*

New or Service Expansion: This table is to be completed by agencies:

- Starting a new transportation service, or
- Adding new or additional service to their current program.

To complete the chart below:

- In column 1, indicate if vehicle request is for a New (N) transportation agency or Service Expansion (SE) for an existing transportation agency.
- In column 2, indicate type of requested vehicle, such as Modified Van, Small Bus, etc. as shown on the Funding Request – Part II.

Note: If the requested vehicle(s) will be used in coordination to transport another agency's clients on a regular basis, include those trips in the calculations of the proposed service for columns 3 - 7.

- In column 3, indicate the number of days of vehicle service (e.g., Monday – Friday = 5, Monday – Sunday = 7)
- In column 4, indicate the average number of vehicle service hours per day (exclude idle time - the time the vehicle is not in direct passenger service.) Use whole hours; do not use ranges of hours or portions of hours.
- In column 5, calculate vehicle service hours by multiplying column 3 with column 4 (exclude idle time.) (e.g. 5 days per week X 8 hours per day = 40 hours per week).
- In column 6, indicate the projected number of one-way passenger trips per day (each time a passenger boards the vehicle, a round trip would be counted as 2 passenger trips) and of this total how many are wheelchair/lift users.
- In column 7, indicate the projected average number of miles that the vehicle will travel per day.

Complete following question and the chart below:

A. Compute the total percentage of current and projected wheelchair/lift users _____%

For Expanded Service: Use the total number of wheelchair/lift users in your current program (page 7 of this application), add the projected number of lift users for this expanded service, then divide by the total number of existing and projected passengers from column 6 below.

For New Service: Use the total number of projected wheelchair/lift users then divide by total projected passengers from column 6 below.

	1	2	3	4	5	6	7
	Type of Request N – New agency or SE – Service Expansion	Vehicle Type	Days of Service	Total Service Hours Per Day	Total Service Hours Per Week	Total one way passenger Trips Per Day (of total how many lift users)	Projected Mileage Per Day
Ex	N or SE	Small Bus	5	6	30	25(5)	400
1							
2							
3							
4							
5							
6							
7							
8							

OTHER EQUIPMENT

See *Quantitative Scoring & Project Rating Worksheet Section III*

Other Equipment: Computer system, software and or communication.

The equipment you are requesting must be used to support your transportation operation, that is, the number of vehicles you operate in your transportation program.

- | | |
|---|--|
| 1. How many vehicles in the existing Service Fleet (including back up)?
(Maximum 15 pts) | |
|---|--|

- | | |
|---|--|
| 2. Is the applicant currently using a manual system for scheduling, vehicle tracking, etc. and/or has no dispatch communication equipment. (5 points) | |
|---|--|

OR

- | | |
|---|--|
| 3. Does the applicant need to replace inadequate equipment to improve efficiency? | |
|---|--|

Equipment more than 5 years old – 5 pts

3 to 5 years old – 3 pts

Less than 3 years old – 0 pts

TOTAL of 1 & 2 or 1 & 3 (MAXIMUM 20 POINTS):	0
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GRANT APPLICATION CHECKLIST and TABLE OF CONTENTS

APPLICANT NAME:

PROJECT TYPE:

- ☐ MOBILITY MANAGEMENT
☐ OPERATING ASSISTANCE

PART I: PROJECT PROFILE

- ☐ COORDINATED PLAN & SERVICE AREA CERTIFICATIONS
Attachment A: Coordinated Plan & Service Area Certification forms (Signature Required)
Attachment B: Lead Agency List
- ☐ GENERAL CERTIFICATION AND ASSURANCES
Attachment C: General Certification and Assurances form (Signature Required)
Attachment D: Authorizing Resolution (Signature Required)
- ☐ CURRENT GRANT SUBRECIPIENT- COMPLIANCE
Attachment E: Bi-Annual Report and Certificate of Liability Insurance (if applicable)
- ☐ PRIVATE NONPROFIT AGENCY- CORPORATION STATUS & CERTIFICATION
Attachment F: Private Nonprofit Corporation Status Inquiry
- ☐ APPLICANT PROFILE
Attachment G: Agency Purpose and Services Supporting Documentation
Attachment H: Map of Service Area
- ☐ TITLE VI INFORMATION

PART II: FUNDING REQUEST

- ☐ APPLICANT'S ANNUAL BUDGET
☐ FUNDING REQUEST

PART III: PROJECT NARRATIVE

- ☐ GENERAL QUESTIONS
Attachment I: Third Party Bid-related Documentation Vendor Selection Process
Attachment J: Procurement Policy and Procedures Certification
- ☐ PROJECT NARRATIVE
Attachment K: Operational Plan Supporting Documentation
Attachment L: Mobility Management Plan
Attachment M: Mobility Management Plan Supporting Documentation
Attachment N: Documentation for Support Performance Measures and Objectives
Attachment O: Stakeholder Letters of Support
Attachment P: Applicant's Vehicle Inventory

PART IV: PROJECT BUDGET WORKSHEET

PROPOSED PROJECT BUDGET (Years 1 & 2)

PART V: PROPOSED PROJECTED BUDGET

PROJECT BUDGET WORKSHEET (Years 1 & 2)

PART 1 PROJECT PROFILE – 30 POINTS MAXIMUM**COORDINATED PLAN CERTIFICATION**

The projects selected for funding under the Section 5310 program must be included in a locally developed, coordinated public transit-human services transportation plan (Coordinated Plan) that was "developed through a process that includes representatives of public, private, and non-profit transportation and human services providers and participation by members of the public." FTA C 9070.1H

Required Elements: Projects shall be included in a coordinated plan (Attachment A) that minimally includes four elements and a level consistent with available resources and the complexity of the local institutional environment. FTA C 9070.1H

Adoption of a Plan: As part of the local coordinated planning process, the lead agency (Attachment B) in consultation with participants should identify the process for adoption of the plan. This grant application must document the local plan from which each project is included, including the lead agency, the date of adoption of the plan, or other appropriate identifying information. FTA C 9070.1H

Both the Coordinated Plan Lead Agency (Agency preparing the Coordinated Plan) and the Grant Applicant shall sign this form. Individual projects and/or agency names are not required to be listed in the Coordinated Plan if the strategy for the project is included in the Coordinated Plan.

The lead Agency may develop a list of applicants for its region. The applicant will attach the list to the application in lieu of the required signature of the lead agency. The list must include all information requested below including the signature of the lead agency representative.

SERVICE AREA CERTIFICATION

In coordination with your Regional Transportation Planning Agency or Metropolitan Planning Organization, I certify that this project will provide service in the Victorville-Hesperia-Apple Valley urbanized area (LUZA).

GENERAL CERTIFICATIONS AND ASSURANCES

Attachment C: The original of the General Certifications and Assurances form should be signed and dated in blue ink by the authorized person to sign on behalf of your agency. Use the legal name of your agency exactly as it appears in your Status Inquiry form.

AUTHORIZING RESOLUTION

Attachment D: Upload a copy of your agency's authorizing resolution that authorizes an agency employee to sign this application on the agency's behalf.

UNIQUE ENTITY IDENTIFIER (UEI)

Provide you agency's UEI# : _____

PART 1 CONTINUED**CURRENT GRANT SUBRECIPIENT - COMPLIANCE**

If you are a current grant subrecipient and are not compliant with all FTA Section 5310 you will not be eligible to apply for grant funds until compliance has been determined. You must comply at the time of application submittal.

As part of the Standard Agreement, the Section 5310 Enhance Mobility of Seniors and Individuals with Disabilities Program requires bi-annual reporting (Attachment E)

Does your agency have an active vehicle purchased with a 5310 grant or current operating assistance or mobility management project?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, is your agency currently in compliance with the 5310 Standard Agreement?	<input type="checkbox"/> Yes	<input type="checkbox"/> No

PRIVATE NON-PROFIT AGENCY - CORPORATION STATUS AND CERTIFICATION

If you are claiming eligibility as an FTA Section 5310 (application based on your status as a private nonprofit organization (Attachment F), you must obtain verification of your incorporation number and current legal standing from the California Secretary of State Certification & Records. The "Status Inquiry" document must be uploaded as an appendix to the application.

To obtain Corporate Records information over the Internet, go and enter your agency name. If your agency is active, print the screen and use that to certify that your agency's corporate status is active with the Secretary of State. If the certification of your agency's active status is not available at the time of application submission, you must indicate the date on which you requested the certification and the estimated date it will be forwarded to the Section 5310 Program.

Do not submit articles of incorporation, bylaws or tax status documentation.

Private Non-Profit Organization

Legal Name of Non-Profit	
State of California Articles of Incorporation Number:	
Date of Incorporation	

PART 1 CONTINUED**Applicant Profile**

- ☐ Private Non-Profit Organization
- ☐ Public Agency

Describe your agency's purpose and services (attach supporting documents)
(Attachment G)

Describe the area your project serves (attach maps)
(Attachment H)

PART 1 CONTINUED

TITLE VI INFORMATION

Provide the total number of clients currently served by the agency, and provide a breakdown of clients who are seniors, persons with disabilities or wheelchair users. If a client can be identified in more than one category, choose the one category that most closely describes the client. A client is counted only once. For example, a senior who uses a wheelchair is scored once as a wheelchair user.

A person with disabilities is someone of any age who is not able to use accessible public fixed route services (whether temporarily or on a long-term basis), regardless of whether they need to use a wheelchair.

National origin information is collected and reported to the FTA.

Total number of clients currently served by your agency's transportation program. (Do not duplicate)		Per the FTA Circular, provide the percent of national origins served by your program. (Total 100%)	
Number of Seniors		American Indian & Alaska Native	%
Number of persons w/disabilities		Asian	%
Number of wheelchair/lift users		Black or African American	%
Total Number of Clients:		Hispanic or Latino	%
		Native Hawaiian/Other Pacific Islander	%
Total Number of wheelchair/lift users divided by clients:	%	All Other	%
		Total Must be 100%	%

Title VI Requirements (Nondiscrimination) Requirements: Describe any lawsuits or complaints against your entire agency within the last year alleging discrimination on the basis of race, color or national origin. At a minimum please include the following information: Date of Complaint/Lawsuit received and/or acted on, Description Status/Outcome, Corrective Action Taken, and Date of Final Resolution. (To be eligible, you must provide a written response in this area; NIA is not an acceptable response.)

PART 2 FUNDING REQUEST – 20 POINTS MAXIMUM

APPLICANT'S ANNUAL BUDGET

Current Annual Budget Enter whole dollars only

ESTIMATED INCOME:

Passenger Revenues	\$
Other Revenues	\$
Total grants*, donations, and subsidies from other agency funds	\$
TOTAL INCOME: *Not including this grant request	\$

ESTIMATED EXPENSES:

Wages, Salaries, and Benefits (Non-Maintenance Personnel)	\$
Maintenance & Repair (include maintenance salaries)	\$
Fuels	\$
Casualty & Liability Insurance	\$
Administrative & General Expense	\$
Other Expenses (e.g., materials, supplies, taxes)	\$
Contract Services (Specify):	\$
TOTAL EXPENSES:	\$

Fund Source(s): Include and explain all sources of operating revenue; including revenue from grants, donations, and local fund-raising projects that will be used to fund your transportation program. List the funding sources and amounts for the prior, current, and budget year. Enter whole dollars only.

Income Sources	Prior Year	Amounts (Current Year)	Projected Budget Year
	\$	\$	\$
	\$	\$	\$
	\$	\$	\$
Total:	\$	\$	\$

Explain sources of operating revenue:

PART 2 CONTINUED

Funding Request	
Operating Assistance	
Project Title:	
Year 1 Total Cost	\$
Year 2 Total Cost	\$
Total Cost of Project:	\$
Mobility Management	
Project Title:	
Year 1 Total Cost	\$
Year 2 Total Cost	\$
Total Cost of Project:	\$

Requests for operating assistance or mobility management projects may be made for up to two (2) years of funding. Applicants can apply for one or two years of funding. A separate Proposed Project Budget and Budget Worksheet must be completed for each year of requested funding.

For Small Urban and Rural agencies only: The maximum funding amount (for Traditional and Expanded projects) will be determined post application submittal and after the competitive scoring process.

If Applicant will be contracting with a third party to complete the Project, an Independent Cost Estimate (ICE) must be completed for each third-party contract that exceeds the FTA micro-purchase threshold, currently set at \$10,000. Methods that allow for the development of an ICE include publicly published price lists; recently invoiced price; or outreach or market survey.

The ICE for each third-party contract must be uploaded to this application and form the basis for the project's budget. If an ICE for third-party contract(s) is not included with this application, the third-party contract is not eligible for reimbursement and is out of the Project's scope.

An ICE is not required for Projects whose functions are performed "in-house" by Applicant.

PART 3 PROJECT NARRATIVE – 30 POINTS MAXIMUM

GENERAL QUESTIONS

1. Is the proposed project a request for a continuation of a 5310 project?	<input type="checkbox"/> No <input type="checkbox"/> If Yes, Standard Agreement Number: _____
2. Indicate the type(s) of proposed transportation service for the project (check all that apply)	
<input type="checkbox"/> New or expansion of paratransit service beyond the minimum requirements of ADA escort <input type="checkbox"/> New or expansion of hours for paratransit service <input type="checkbox"/> Feeder service for intercity travel for which paratransit service is not available <input type="checkbox"/> Service enhancement (same day; door-to-door) <input type="checkbox"/> New or expansion Volunteer Driver Program <input type="checkbox"/> Voucher Program	
3. In the past 12 months, has your agency received any other federal operating funds? (Check all that apply and provide standard agreements and dollar amounts).	
<input type="checkbox"/> No	
<input type="checkbox"/> 5310	SA#: _____ \$
<input type="checkbox"/> 5311(Rural & Small Transit)	Grant# or SM# \$
<input type="checkbox"/> 5339 (Bus and Bus Facilities)	Grant# or SA#: \$
<input type="checkbox"/> 5307 (Urbanized Area Formula Program)	Grant# or SA#: \$
<input type="checkbox"/> Other Federal funds	Specify: \$
4. Does your agency intend to use a third-party contractor for the proposed project service?	<input type="checkbox"/> No <input type="checkbox"/> Yes (Attach a copy of the bid-related documents/vendor selection process)
*Applicant using a local procurement process (including non-competitive award) to acquire commodities and/or services must comply with federal procurement laws, regulations and requirements including written procurement policy and procedures. Applicant must certify compliance by completing and uploading Local Procurement Policy and Procedures Certification.	
What is the operating period for this project?	Start Date: End Date:
Will your agency award FTA assisted third party contracts for a cumulative total value over \$250k in a federal fiscal year?	<input type="checkbox"/> No <input type="checkbox"/> If yes, the contract is subject to Disadvantaged Business Enterprise (DBE) requirements.
Annually, does your agency receive more than \$750,000 in federal funds from any federal department or program? (OMB Single Audit Requirement)?	<input type="checkbox"/> No <input type="checkbox"/> If yes, did your agency complete and submit the single audit report for the last fiscal year to the California State Controller's Office?

PART 3 PROJECT NARRATIVE CONTINUED**PROJECT NARRATIVE**

Please provide a brief narrative to describe the project. To receive the maximum allowable points per question, each response will be reviewed and scored for clarity, completeness and accuracy. The project must address ALL the following sections.

For Operating Assistance Projects: Operating assistance may include public transportation projects to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable; public transportation projects that exceed the requirements of ADA; or projects that provide alternatives to public transportation.

For Mobility Management Projects: Mobility Management projects enhance transportation access for populations beyond those served by one agency or organization within a community and are intended to build coordination among existing public transportation providers and other transportation service providers with the result of expanding the availability of service. Mobility management activities may include: promotion, enhancement, and facilitation of access to transportation services, administration cost associated with short-term management activities to plan and implement coordinated services, coordination of local transportation services, customer-oriented travel navigator systems, travel training and trip planning activities, development and operation of one-stop transportation traveler call center, and the operational planning and/or acquisition of intelligent transportation technologies for coordinated transportation systems. Mobility management does not include operating public transportation services.

PART 3 CONTINUED

Start Date:

End Date:

Provide the following information as it pertains to this project:

Total population (number of persons) in your service area

Number of eligible persons with disabilities serviced by this project

Briefly provide a detailed project description:

Briefly describe how your proposed project is consistent with the goals and objectives of the 5310 grant program for Expanded 5310 Projects as stated in the 5310 Project Goals. Additional information on the goals and objectives of the program can be found in the FTA Circular 9070.1H

Explain how the project increases or enhances availability of transportation of the targeted population:

Explain how the project meets the program requirement of providing transportation related activities and/or services beyond those required by the ADA:

PART 4 PROJECT IMPLEMENTATION – 20 POINTS MAXIMUM
For Operating Assistance Projects

Describe your plan that includes defined routes, schedules, current/projected ridership, key personnel, and marketing strategies:

PART 4 PROJECT IMPLEMENTATION CONTINUED
For Operating Assistance Projects

If this is a continuation project request, describe how you met your prior performance goals/objectives?
What do you intend to accomplish with the new funding?

PART 4 PROJECT IMPLEMENTATION CONTINUED**PROJECT PLANNING/IMPLEMENTATION*****For Mobility Management Projects***

Applications for Mobility Management projects must include a Project Implementation Plan for each funding year that describes the project tasks, timeframes, benchmarks, critical milestones, key personnel, deliverables, and estimated completion dates. Provide documentation to support the Plan such as resumes, planning documents, etc. The implementation plan should include, at a minimum, the following information:

- ☐ Project Start and Completion Dates
- ☐ Applicant's institutional capability to perform the service delivery aspect of the project
- ☐ Primary Contact Person's Name, Phone Number and Email Address
- ☐ List of the Project Schedule by Month/Year per Each task
- ☐ Project Task Number
- ☐ List Project Tasks, Activities, Deliverables, and Needed Equipment
- ☐ Project Team Member Name(s) is Contractor and/or Existing Staff
- ☐ List Number of Project Working Hours (By Project Task and Team Member)
- ☐ Identify Full Hourly Rate for Project Team Member
- ☐ Equipment Costs for Each Project Task (if applicable)
- ☐ Project Costs for Project Team Members
- ☐ Cumulative Costs for Project Team and Equipment Costs

PART 4 PROJECT IMPLEMENTATION CONTINUED
For Mobility Management Projects

Describe below your Mobility Management Implementation Plan that includes the information described above.

PART 4 PROJECT IMPLEMENTATION CONTINUED
For Mobility Management Projects

If this is a continuation project request, please describe how you met your prior performance goals and objectives. How is this project application different than the last award? What do you intend to accomplish with the new funding?

PART 4 PROJECT IMPLEMENTATION CONTINUED**Operating Assistance Projects:**

The following questions pertain to project and program performance indicators that are evaluated for project effectiveness and are used as a project performance measure. The information you provide below will be evaluated based on the following criteria:

- Increased service or enhancements related to geographic coverage, service quality and/or service times that impact on the availability of transportation services for seniors and/or individuals with disabilities because of the expanded 5310 projects implemented in the current reporting year.
- Actual or estimated number of rides (measured by one-way trips per day) provided for seniors and/ or individuals with disabilities because of the expanded 5310 projects implemented in the current reporting year.

5310 OPERATING ASSISTANCE *(Check and complete applicable project category)***Fixed/Flexible/Shuttle/Feeder Service**

<input type="checkbox"/> Expanded Geographic Coverage <input type="checkbox"/> Extended Service Hours/Days <input type="checkbox"/> Improved System Capacity <input type="checkbox"/> Improved Access/Connections	Number of one-way trips per day:	
	Number of new miles (one-way) added to weekday route:	
	Percentage of new miles (one-way) added to weekday route:	
	Number of new miles added to Weekend/Holiday route:	
	Percentage of new miles added to Weekend/Holiday route:	

Demand Response

<input type="checkbox"/> Expanded Geographic Coverage	Number of one-way trips per day (beyond service required by the ADA):	
<input type="checkbox"/> Extended Service Hours/Days		
<input type="checkbox"/> Improved Access/Connections		

ADA Paratransit Service to Improve Access/Connections

<input type="checkbox"/> Same Day	Number of one-way trips per day:	
<input type="checkbox"/> Door-to-Door/Door-through-Door	Number of one-way trips per day:	
<input type="checkbox"/> Volunteer Driver Program	Number of one-way trips per day:	
<input type="checkbox"/> User-side Subsidy Vouchers	Number of one-way trips per day:	
<input type="checkbox"/> Aide/Escort Assistance	Number of one-way trips per day:	

Vanpool

<input type="checkbox"/> Improved System Capacity <input type="checkbox"/> Improved Access/Connections	Number of one-way trips per day:	
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Describe performance methodology and factors used to develop performance measures and objectives. Please upload supporting documentation (i.e., demographic materials, surveys, regional transportation plans, specific coordinated plan reference).

PART 4 PROJECT IMPLEMENTATION CONTINUED

Mobility Management Projects:

The following questions pertain to project and program performance indicators that are evaluated for project effectiveness and are used as a project performance measure. The information you provide below will be evaluated based on the following criteria:

- Increased service or enhancements related to geographic coverage, service quality and/or service times that impact availability of transportation services for seniors and/or individuals with disabilities because of the expanded 5310 projects implemented in the current reporting year.
- Actual or estimated number of rides (measured by one-way trips per day) provided for seniors and/or individuals with disabilities due to the expanded 5310 projects implemented in the current reporting year.

Mobility Management Improve Access/Connections	Number of customer contacts:	
	Number of one-way trips per day (mobility manager also provides service):	
One-Stop Center/Customer Referral Improve Customer Knowledge	Number of customer contacts:	
Trip/Itinerary Planning Improve Customer Knowledge	Number of customer contacts:	
One-on-One Travel Training Improve Customer Knowledge	Number of persons trained:	
Group Training Improve Customer Knowledge	Number of persons trained:	
Internet-based Information Improve Customer Knowledge	Number of web hits:	
Information Marketing/Materials Improve Customer Knowledge	Description of materials/distribution:	
Driver Training Improve Customer Knowledge	Number of drivers trained:	

PART 4 PROJECT IMPLEMENTATION CONTINUED**Mobility Management Projects:**

Describe performance methodology and factors used to develop performance measures and objectives. Please replace supporting documentation (i.e., demographic materials, surveys, regional transportation plans, specific coordinated plan reference)

COMMUNICATION AND OUTREACH

1. List all stakeholders involved in the project. The list should include, but not be limited to, Health and Human Services Agencies, public/private sector, non-profit agencies, transportation providers, and members of the public representing individuals with disabilities. You must upload three (3) letters of support from stakeholders to the grant application.

2. Describe how you will promote public awareness of the project and how you will keep stakeholders involved and informed throughout the project.

3. How is (or will) your project service be marketed?

☐ Newspaper

☐ Radio

☐ Social Media

☐ Survey Radio

☐ TV/Cable

☐ Other
Specify:

☐ Flyer

Describe how the project will be coordinated with other social service agencies and/or public transportation providers. (e.g. sharing vehicles, dispatching, scheduling, maintenance, coordinating client trips, training, etc.)

PROPOSED PROJECT BUDGET: YEAR 1**Project must be ready at time of application. Enter whole dollars****1. TOTAL OPERATING EXPENSES**

Total Direct Labor	\$
Total Equipment and Supplies	\$
Total Other Direct Costs	\$
Total Travel Costs	\$
Total Direct Expenses	Total 1:

2. LESS OTHER REVENUE

	\$
	\$
	\$
	\$
Total Other Revenue Applied Against Eligible Expenses	Total 2:

3. NET PROJECT COST

Line 1 – Line 2

PROPOSED PROJECT BUDGET: YEAR 2

Project must be ready at time of application. Enter whole dollars

4. TOTAL OPERATING EXPENSES	
Total Direct Labor	\$
Total Equipment and Supplies	\$
Total Other Direct Costs	\$
Total Travel Costs	\$
Total Direct Expenses	Total 1:
5. LESS OTHER REVENUE	
	\$
	\$
	\$
	\$
Total Other Revenue Applied Against Eligible Expenses	Total 2:
6. NET PROJECT COST	
Line 1 – Line 2	

PROPOSED BUDGET WORKSHEET: YEAR 1**1. DIRECT LABOR**

Job Title/Classification	Description of Task Performed	Hours	Hourly Rate	Total
			\$	
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Subtotal:\$			\$	\$

2. DIRECT COST(S) FOR EMPLOYEES (EXCEPT LABOR)

Equipment and Supplies (Itemize)	
	\$
	\$
	\$
	\$
Subtotal:\$	

3. OTHER DIRECT COSTS (ITEMIZE)

	\$
	\$
	\$
	\$
Subtotal:\$	

4. TRAVEL COSTS (ITEMIZE)

	\$
	\$
	\$
	\$
Subtotal:\$	

5. TOTAL COSTS

	Total:\$
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PROPOSED BUDGET WORKSHEET: YEAR 2

1. DIRECT LABOR

Job title/Classification	Description of Task Performed	Hours	Hourly Rate	Total
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
			\$	\$
Subtotal:\$			\$	\$

2. DIRECT COST(S) FOR EMPLOYEES (EXCEPT LABOR)

Equipment and Supplies (Itemize)	
	Subtotal: \$

3. OTHER DIRECT COSTS (ITEMIZE)

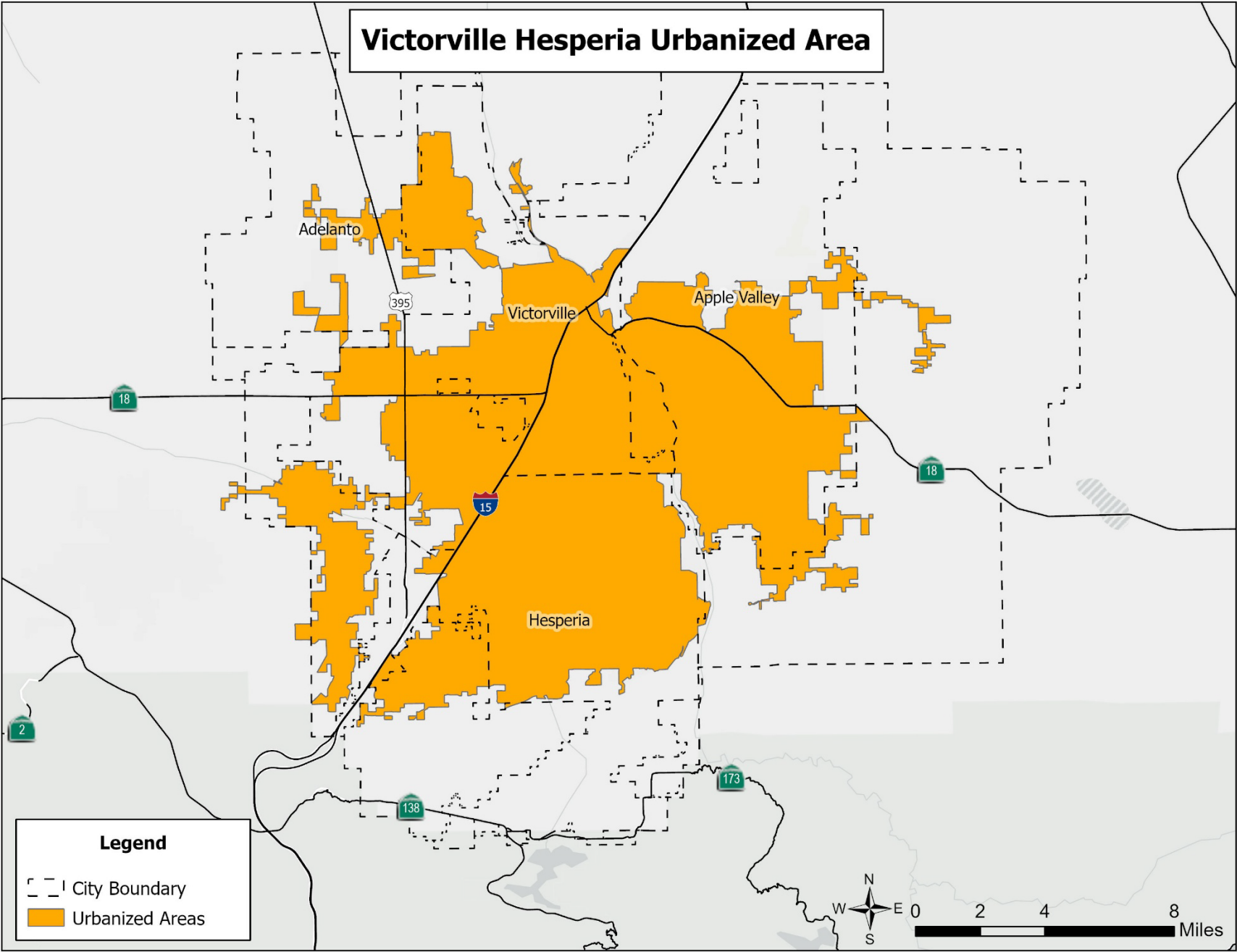
	\$
	\$
	\$
	\$
	Subtotal:\$

4. TRAVEL COSTS (ITEMIZE)

	\$
	\$
	\$
	\$
	Subtotal:\$

5. TOTAL COSTS

	Total:\$
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Additional Information

MOUNTAIN/DESERT POLICY COMMITTEE ATTENDANCE RECORD – 2025

Name	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Daniel Ramos City of Adelanto		X	X*	X	X	X*			X		X*	
Art Bishop Town of Apple Valley		X	X	X	X	X		X	X			
Timothy R. Silva City of Barstow		X	X	X*	X*	X		X	X		X	
Rick Herrick City of Big Bear Lake		X				X						
Josh Pullen City of Hesperia		X	X	X	X	X			X		X	
Janet Jernigan City of Needles		X		X	X	X		X	X		X	
Dan Mintz City of Twentynine Palms		X	X	X		X		X	X		X	
Debra Jones City of Victorville		X	X	X	X	X		X	X			
Rick Denison Town of Yucca Valley		X	X	X		X		X				
Paul Cook County of San Bernardino		X	X									
Dawn Rowe County of San Bernardino												

Communication: Attendance (Additional Information)

X = Member attended meeting * = Alternate member attended meeting Empty box = Member did not attend meeting Crossed out box = Not a Committee Member at the time
Shaded box = No meeting

This list provides information on acronyms commonly used by transportation planning professionals. This information is provided in an effort to assist Board Members and partners as they participate in deliberations at Board meetings. While a complete list of all acronyms which may arise at any given time is not possible, this list attempts to provide the most commonly-used terms. Staff makes every effort to minimize use of acronyms to ensure good communication and understanding of complex transportation processes.

AB	Assembly Bill
ACFR	Annual Comprehensive Financial Report
ACT	Association for Commuter Transportation
ADA	Americans with Disabilities Act
APTA	American Public Transportation Association
AQMP	Air Quality Management Plan
ARRA	American Recovery and Reinvestment Act
ATC	San Bernardino County Auditor-Controller/Treasurer/Tax Collector
ATMIS	Advanced Transportation Management Information Systems
BAT	Barstow Area Transit
CALACT	California Association for Coordination Transportation
CALCOG	California Association of Councils of Governments
CALSAFE	California Committee for Service Authorities for Freeway Emergencies
CAMP	California Asset Management Program
CARB	California Air Resources Board
CEQA	California Environmental Quality Act
CMAQ	Congestion Mitigation and Air Quality
CMIA	Corridor Mobility Improvement Account
CMP	Congestion Management Program
CNG	Compressed Natural Gas
COG	Council of Governments
CPUC	California Public Utilities Commission
CSAC	California State Association of Counties
CTA	California Transit Association
CTC	California Transportation Commission or County Transportation Commission
CTP	Comprehensive Transportation Plan
DBE	Disadvantaged Business Enterprise
DOT	Department of Transportation
EA	Environmental Assessment
E&D	Elderly and Disabled
E&H	Elderly and Handicapped
EIR	Environmental Impact Report (California)
EIS	Environmental Impact Statement (Federal)
EPA	Environmental Protection Agency
ERP	Enterprise Resource Planning
FHWA	Federal Highway Administration
FSP	Freeway Service Patrol
FRA	Federal Railroad Administration
FTA	Federal Transit Administration
FTIP	Federal Transportation Improvement Program
GAAP	Generally Accepted Accounting Principals
GA Dues	General Assessment Dues
GASB	Governmental Accounting Standards Board
GFOA	Government Finance Officers Association
GIS	Geographic Information Systems
HOV	High-Occupancy Vehicle
ICAP	Indirect Cost Allocation Plan
IEEP	Inland Empire Economic Partnership
IREN	Inland Regional Energy Network
ISTEA	Intermodal Surface Transportation Efficiency Act of 1991
IIP/ITIP	Interregional Transportation Improvement Program
ITOC	Independent Taxpayer Oversight Committee
ITS	Intelligent Transportation Systems
IVDA	Inland Valley Development Agency

LACMTA	Los Angeles County Metropolitan Transportation Authority
LAIF	Local Agency Investment Fund
LAPM	Local Assistance Procedures Manual - Caltrans
LNG	Liquefied Natural Gas
LTF	Local Transportation Funds
MARTA	Mountain Area Regional Transportation Authority
MBTA	Morongo Basin Transit Authority
MDAB	Mojave Desert Air Basin
MDAQMD	Mojave Desert Air Quality Management District
MOU	Memorandum of Understanding
MPO	Metropolitan Planning Organization
MSRC	Mobile Source Air Pollution Reduction Review Committee
NAT	Needles Area Transit
NEPA	National Environmental Policy Act
OA	Obligation Authority
OCTA	Orange County Transportation Authority
ONT	Ontario International Airport
PACE	Property Assessed Clean Energy
PA/ED	Project Approval and Environmental Document
PASTACC	Public and Specialized Transportation Advisory and Coordinating Council
PDT	Project Development Team
PNRS	Projects of National and Regional Significance
PPM	Planning, Programming and Monitoring Funds
PS&E	Plans, Specifications and Estimates
PSR	Project Study Report
PTA	Public Transportation Account
PTC	Positive Train Control
PTMISEA	Public Transportation Modernization, Improvement and Service Enhancement Account
RCTC	Riverside County Transportation Commission
RDA	Redevelopment Agency
RFP	Request for Proposal
RIP	Regional Improvement Program
RSTIS	Regionally Significant Transportation Investment Study
RTIP	Regional Transportation Improvement Program
RTP	Regional Transportation Plan
RTPA	Regional Transportation Planning Agencies
SB	Senate Bill
SAFE	Service Authority for Freeway Emergencies
SBCERA	San Bernardino County Employees' Retirement Association
SCAB	South Coast Air Basin
SCAG	Southern California Association of Governments
SCAQMD	South Coast Air Quality Management District
SCCP	Solutions for Congested Corridors Program
SCRRA	Southern California Regional Rail Authority
SHA	State Highway Account
SHOPP	State Highway Operations and Protection Program
SRTP	Short Range Transit Plan
SGR	State of Good Repair Funds
STA	State Transit Assistance Funds
STIP	State Transportation Improvement Program
STP	Surface Transportation Block Grant Program
TAC	Technical Advisory Committee
TCEP	Trade Corridor Enhancement Program
TCIF	Trade Corridor Improvement Fund
TCM	Transportation Control Measure
TCRP	Traffic Congestion Relief Program
TDA	Transportation Development Act
TIFIA	Transportation Infrastructure Finance and Innovation Act
TIRCP	Transit and Intercity Rail Capital Program
TMC	Transportation Management Center

Acronym List

TMEE	Traffic Management and Environmental Enhancement
TSM	Transportation Systems Management
UAAL	Unfunded Actuarial Accrued Liability
USFWS	United States Fish and Wildlife Service
VMT	Vehicle Miles Traveled
VCTC	Ventura County Transportation Commission
VVTA	Victor Valley Transit Authority
WRCOG	Western Riverside Council of Governments



MISSION STATEMENT

Our mission is to improve the quality of life and mobility in San Bernardino County. Safety is the cornerstone of all we do.

We achieve this by:

- Making all transportation modes as efficient, economical, and environmentally responsible as possible.
- Envisioning the future, embracing emerging technology, and innovating to ensure our transportation options are successful and sustainable.
- Promoting collaboration among all levels of government.
- Optimizing our impact in regional, state, and federal policy and funding decisions.
- Using all revenue sources in the most responsible and transparent way.

Approved December 4, 2019