

# DOT

# FTA

U.S. Department of Transportation

Federal Transit Administration

## Application

<b>Federal Award Identification Number (FAIN)</b>	MT-2022-012-00
<b>Temporary Application Number</b>	1149-2022-2
<b>Application Name</b>	MUTD Section 5311 CARES Act - Operating, Capital and Planning
<b>Application Status</b>	Final Concurrence / Reservation
<b>Application Budget Number</b>	0

<b>Period of Performance Start Date</b>	N/A
<b>Original Period of Performance End Date</b>	12/31/2025
<b>Current Period of Performance End Date</b>	N/A Revision #: N/A

### Part 1: Recipient Information

**Name: MISSOULA URBAN TRANSPORTATION DISTRICT**

Recipient ID	Recipient OST Type	Recipient Alias	UEI	DUNS
1149	Transit Authority	MISSOULA URBAN TRANSPORTATION DISTRICT		086705613

Location Type	Address	City	State	Zip
Headquarters				
Physical Address	1221 SHAKESPEARE ST	MISSOULA	MT	59802
Mailing Address	1221 SHAKESPEARE ST	MISSOULA	MT	59802

### Union Information

<b>Union Name</b>	TEAMSTERS LOCAL NO. 2
Address 1	PO Box 8144
Address 2	

City	Missoula
State	MT
Zipcode	59807
Contact Name	Ben Sharbano
Telephone	4065433472
Fax	4065499778
E-mail	bsharbano@teamsterslocal2.org
Website	

## Part 2: Application Information

### Title: MUTD Section 5311 CARES Act - Operating, Capital and Planning

FAIN	Application Status	Application Type	Date Created	Last Updated Date	From TEAM?
MT-2022-012-00	Final Concurrence / Reservation	Grant	2/1/2022	2/1/2022	No

#### Application Executive Summary

This grant is for FFY2020 Section 5311 CARES funds apportioned to Montana Department of Transportation (MDT) and suballocated to Missoula Urban Transportation District (MUTD) in the amount of \$1,381,183 (partial apportionment/full suballocation). Per the CARES Act, the grant requests 100% federal share. This application utilizes CARES funding to prevent, prepare for and respond to coronavirus.

**Purpose:** The purpose of this award is to provide funds for operating assistance, a strategic plan and the purchase of one replacement vehicle and a bus wash.

**Activities to be performed:** Funds will be used to cover all eligible operating expenses such as driver salaries, benefits, and fuel; consultant fees for a strategic plan and the purchase of one replacement vehicle and bus wash.

**Expected outcomes:** Funding will permit MUTD to meet operating expenses, continue to provide operations, strategically plan for future community needs and replace a vehicle and bus wash.

**Intended beneficiaries:** MUTD and the riders that rely on its service will benefit from continued services, permitting workers to get to work and students to school and other destinations.

**Subrecipient Activities:** None

The Recipient agrees that if it receives federal funding from the Federal Emergency Management Agency (FEMA) or through a pass-through entity through the Robert T. Stafford Disaster Relief and Emergency Assistance Act, a different federal agency, or insurance proceeds for any portion of a project activity approved for FTA funding under this Grant Agreement, it will provide written notification to FTA, and reimburse FTA for any federal share that duplicates funding provided by FEMA, another federal agency, or an insurance company.

Per the CARES Act, the project in this grant is not required to be programmed in the LRTP, TIP or STIP.

The Recipient certifies that it, and its subrecipients and contractors that are providers of public

transportation, have not furloughed any employees since March 27, 2020 (the enactment date of the CARES Act).

Pre-award authority expenses in the amount of \$20,000 were incurred for the cost of the support vehicle.

Details are included in a program of projects attached in Application Documents.

MDT suballocation letter, dated August 31, 2021 is attached in TrAMS.

**Frequency of Milestone Progress Reports (MPR)**

Annual

**Frequency of Federal Financial Reports (FFR)**

Annual

**Does this application include funds for research and/or development activities?**

This award does not include research and development activities.

**Pre-Award Authority**

This award is using Pre-Award Authority.

**Does this application include suballocation funds?**

Recipient organization is suballocated these apportioned funds and can apply for and receive these funds directly.

**Will this Grant be using Lapsing Funds?**

No, this Grant does not use Lapsing Funds.

**Will indirect costs be applied to this application?**

This award does not include an indirect cost rate.

*Indirect Rate Details: N/A*

**Requires E.O. 12372 Review**

No, this application does not require E.O. 12372 Review.

**Delinquent Federal Debt**

No, my organization does not have delinquent federal debt.

## Application Point of Contact Information

First Name	Last Name	Title	E-mail Address	Phone
Talbot	Hauffe	Transportation Program Specialist	talbot.hauffe@dot.gov	(303) 362-2402
Emma	Belmont	Transportation Program Specialist	emma.belmont@dot.gov	(303) 362-2392
Mary	Hanson	Director of Finance and Administration	mhanson@mountainline.com	(406) 543-8386 103

## Application Budget Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$1,381,183
Local			\$0

Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$1,381,183</b>

## Application Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MT-2022-012-01-00	600-00 (600-A1) OTHER PROGRAM COSTS	\$1,381,183.00	\$0.00	\$1,381,183.00	4
MT-2022-012-01-00	11.42.06 ACQUIRE - Bus Wash	\$200,000.00	\$0.00	\$200,000.00	1
MT-2022-012-01-00	11.42.11 ACQUIRE - SUPPORT VEHICLES	\$20,000.00	\$0.00	\$20,000.00	1
MT-2022-012-01-00	30.09.08 EMER RELIEF - OPERATING ASSIST - 100% Fed Share	\$981,183.00	\$0.00	\$981,183.00	1
MT-2022-012-01-00	44.31.90 FTA METROPOLITAN PLANNING	\$180,000.00	\$0.00	\$180,000.00	1

## Discretionary Allocations

This application does not contain discretionary allocations.

## Part 3: Project Information

### Project Title: Missoula CARES Projects

Project Number	Temporary Project Number	Date Created	Start Date	End Date
MT-2022-012-01-00	1149-2022-2-P3	2/9/2022	7/1/2021	9/30/2025

#### Project Description

This sub-allocation of FFY2020 5311 CARES Act funds will be utilized for the following projects, all at 100% federal share:

1. Replacement of a supervisor van for \$20,000
2. Replacement of a bus wash for \$200,000

- 3. Updating the strategic plan document for \$180,000
- 4. Operational costs for \$981,183

**Project Benefits**

Maintain and work toward increasing levels of service to the Missoula community.

**Additional Information**

*None provided.*

**Location Description**

Missoula, Montana

**Project Location (Urbanized Areas)**

UZA Code	Area Name
300000	Montana
303580	Missoula, MT

**Congressional District Information**

State	District	Representative
Montana	1	Greg Gianforte

**Program Plan Information**

**STIP/TIP**

Date: 12/7/2021

Description: TIP uploaded showing CARES funds

**UPWP**

Date: 5/2/2022

Description: Amendment adding the CARES funds was completed in April and adopted in May 2022

**Long Range Plan**

Date: Not Provided

Description: These are CARES funds and not required to be listed in other documents.

**Project Control Totals**

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$1,381,183
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0

Adjustment		\$0
<b>Total Eligible Cost</b>		<b>\$1,381,183</b>

## Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
MT-2022-012-01-00	600-00 (600-A1) OTHER PROGRAM COSTS	\$1,381,183.00	\$0.00	\$1,381,183.00	4
MT-2022-012-01-00	11.42.06 ACQUIRE - Bus Wash	\$200,000.00	\$0.00	\$200,000.00	1
MT-2022-012-01-00	11.42.11 ACQUIRE - SUPPORT VEHICLES	\$20,000.00	\$0.00	\$20,000.00	1
MT-2022-012-01-00	30.09.08 EMER RELIEF - OPERATING ASSIST - 100% Fed Share	\$981,183.00	\$0.00	\$981,183.00	1
MT-2022-012-01-00	44.31.90 FTA METROPOLITAN PLANNING	\$180,000.00	\$0.00	\$180,000.00	1

## Project Budget Activity Line Items

### Budget Activity Line Item: 30.09.08 - EMER RELIEF - OPERATING ASSIST - 100% Fed Share

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	30.09.08	EMER RELIEF - OPERATING ASSIST - 100% Fed Share	OPERATING ASSISTANCE	1

### Extended Budget Description

Utilize funds for operational expenses including: fuel, oil, drivers' salaries and fringe benefits, dispatcher salaries and fringe benefits, and licenses. The timeframe is for July 1, 2022 thru June 30, 2023.

The federal share is 100%.

### Will 3rd Party contractors be used to fulfill this activity line item?

No, 3rd Party Contractors will not be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$981,183
Local			\$0

Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$981,183</b>

Milestone Name	Est. Completion Date	Description
Start Date	7/1/2021	
End Date	6/30/2023	
Reimbursement to Agency	9/30/2023	

**Budget Activity Line Item: 11.42.11 - ACQUIRE - SUPPORT VEHICLES**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	11.42.11	ACQUIRE - SUPPORT VEHICLES	ACQUISITION OF BUS SUPPORT EQUIP/FACILITIES	1

**Extended Budget Description**

Purchase a portion of a support vehicle to replace a totaled supervisor van that was locally funded. The new vehicle is a 2022 Volkswagen Atlas 2.0, replacing a Toyota Sienna Van that was totaled in 2021. MUTD estimated a cost of \$20,000 when putting together an application for these suballocated CARES funds, however due to limited supply the Volkswagen was the only vehicle that was available and cost substantially more than the estimated \$20,000. MUTD paid the remaining cost of the vehicle with local funds, the total cost of the vehicle was \$41,425, with \$20,000 federal and \$21,425 local (not included in this grant application, but included for the purpose of determining the federal interest for the vehicle). This new support vehicle's useful life is 4 years/100,000 miles per FTA 5010 circular guidance. The VIN for the new support vehicle is 1V2HP2CA2NC500826.

The federal share included in this grant is 100%. Local funds are used outside of this grant to pay for the remaining cost of the vehicle.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$20,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0

Transportation Development Credit	\$0
Adjustment	\$0
<b>Total Eligible Cost</b>	<b>\$20,000</b>

Milestone Name	Est. Completion Date	Description
Obtain Quotes	8/15/2021	
Purchased Vehicle	10/25/2021	
Close Contract	10/31/2021	
Reimburse Agency	4/15/2022	

**Budget Activity Line Item: 11.42.06 - ACQUIRE - Bus Wash**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	11.42.06	ACQUIRE - SHOP EQUIPMENT	ACQUISITION OF BUS SUPPORT EQUIP/FACILITIES	1

**Extended Budget Description**

This activity funds the purchase of new bus wash equipment to install in an existing bus wash building. The current bus wash is not cleaning completely and requiring maintenance to hand wash the exteriors. The current wash was purchased in 2006 and has met its useful life. The new wash equipment has a useful life of 10 years. The wash equipment will be installed in the existing wash bay.

The Federal share is 100%.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$200,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$200,000</b>

Milestone Name	Est. Completion Date	Description
RFP	6/30/2022	
Submittal Due	8/15/2022	
Contract	9/30/2022	



Installation	5/1/2023	
Contract Close	8/1/2023	

**Budget Activity Line Item: 44.31.90 - FTA METROPOLITAN PLANNING**

Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
OTHER PROGRAM COSTS (600-00)	44.31.90	FTA METROPOLITAN PLANNING	STATEWIDE & METRO (FTA & FHWA)	1

**Extended Budget Description**

This activity will fund an update to MUTD's 2018 Strategic Plan. MUTD will contract with a Planning Consultant Firm to prepare the study. This project we anticipate starting in 2023 and span up to two years with completion in 2025.

The federal share is 100%.

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
5311 - Rural Area Formula (CARES Act)	5311-5	20509	\$180,000
Local			\$0
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$180,000</b>

Milestone Name	Est. Completion Date	Description
RFP	12/31/2022	Publish RFP
Proposals Due	2/28/2023	
Contract Date	5/1/2023	
Initiate Study	6/1/2023	
First Draft of Study	9/30/2024	
Finalize Study	3/31/2025	Finalize study following public input on draft
End Date	9/30/2025	

**Project Environmental Findings**

**Finding: Class II(c) - Categorical Exclusions (C-List)**

**Class Level Description**

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

**Categorical Exclusion Description**

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date Description	Date
Class IIc CE Approved	5/11/2022

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
OTHER PROGRAM COSTS (600-00)	44.31.90	FTA METROPOLITAN PLANNING	1	\$180,000.00	\$180,000.00

**Finding: Class II(c) - Categorical Exclusions (C-List)**

**Class Level Description**

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

**Categorical Exclusion Description**

Type 07: Acquisition, installation, rehabilitation, replacement, and maintenance of vehicles or equipment, within or accommodated by existing facilities, that does not result in a change in functional use of the facilities, such as: equipment to be located within existing facilities and with no substantial off-site impacts; and vehicles, including buses, rail cars, trolley cars, ferry boats and people movers that can be accommodated by existing facilities or by new facilities that qualify for a categorical exclusion.

Date Description	Date
Class IIc CE Approved	

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
OTHER PROGRAM COSTS (600-00)	11.42.06	ACQUIRE - Bus Wash	1	\$200,000.00	\$200,000.00

**Finding: Class II(c) - Categorical Exclusions (C-List)**

**Class Level Description**

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project

description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

**Categorical Exclusion Description**

Type 07: Acquisition, installation, rehabilitation, replacement, and maintenance of vehicles or equipment, within or accommodated by existing facilities, that does not result in a change in functional use of the facilities, such as: equipment to be located within existing facilities and with no substantial off-site impacts; and vehicles, including buses, rail cars, trolley cars, ferry boats and people movers that can be accommodated by existing facilities or by new facilities that qualify for a categorical exclusion.

Date Description	Date
Class IIc CE Approved	5/11/2022

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
OTHER PROGRAM COSTS (600-00)	11.42.11	ACQUIRE - SUPPORT VEHICLES	1	\$20,000.00	\$20,000.00

**Finding: Class II(c) - Categorical Exclusions (C-List)**

**Class Level Description**

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

**Categorical Exclusion Description**

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date Description	Date
Class IIc CE Approved	5/11/2022

Scope Name / Code	Line Item Number	Line Item Name	Quantity	FTA Amount	Total Eligible Cost
OTHER PROGRAM COSTS (600-00)	30.09.08	EMER RELIEF - OPERATING ASSIST - 100% Fed Share	1	\$981,183.00	\$981,183.00

**Part 4: Fleet Details**

No fleet data exists for this application.

**Part 5: FTA Review Comments**

## FTA Comments for DOL

**Comment By** Emma Belmont

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Comment Type DOL Review for Information

Date 6/21/2022

Comment Grantee Contact:  
Sarah Graham  
Administrative Coordinator  
grahams@billingsmt.gov  
Office: 406.657.8217

## Application Review Comments

**Comment By** Morgan Hecht

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Comment Type Application Details

Date 5/10/2022

Requirements to Remember for: FTA-assisted vehicle purchases:

Effective November 2014, FTA recipients are required to submit, within 30 days of making an award, the name of the successful bidder and the total dollar value of the contract. Remember, only eligible TVMs may bid on FTA-assisted transit vehicle procurements. Recipients must report these vehicle purchases on the form on FTA's website:

<https://www.surveymonkey.com/r/vehicleawardreportsurvey>

As your agency undergoes the procurement process for vehicles, please ensure that you are in compliance with these requirements and verifying that any manufacturers bidding on the contract have so complied. Please find linked here a list of transit vehicle manufacturers (TVMs) that have DBE programs and goals which are FTA-approved:

<https://www.transit.dot.gov/TVM>

Comment

These TVMs are approved to bid on and be awarded FTA-assisted vehicle contracts. This list is regularly updated by FTA and should be used as reference for your upcoming vehicle purchases, but if you do not see a TVM on the list and are under the impression that it had an FTA-approved program, please contact FTA to confirm.

Requirements to Remember for: Remanufacture or Rebuilt Vehicles:

Your agency must comply with all applicable Federal laws and regulations related to this project, including the accessibility specifications for transportation vehicles.

Specifically, your agency must comply with the ADA Standards for rehabilitating vans and cutaway buses. If altering or rebuilding vehicles, the vehicles must be readily accessible. (DOT ADA Regulation 49 C.F.R. 37.75; DOT ADA Regulation 49 C.F.R. 37.83; and DOT ADA Regulation 49 C.F.R. 37.89.)

If a remanufactured or rebuilt vehicle will not be accessible, the grantee must submit

information to FTA demonstrating that the structural integrity of the vehicle would be significantly compromised if it is made accessible. Include an appropriate structural engineering analysis. (DOT ADA Regulation 49 C.F.R. 37.75 (c); DOT ADA Regulation 49 C.F.R. 37.83(c) and DOT ADA Regulation 49 C.F.R. 37.89(c).)

The information provided above is intended as technical assistance and applies only to the project as described. Should the project scope change or new information on the project be provided, FTA may require a re-evaluation of the project information and require additional information. This confirmation is not an express or implied promise of project compliance with the ADA or other civil rights requirements.

## Application Review Comments

### Comment By **Robyn Kullas**

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Comment Type	Environmental Findings
Date	5/11/2022
Project Title	Missoula CARES Projects
Project Number	MT-2022-012-01-00
Comment	The ALI meets the requirements of CE List C type 4; no additional documentation is required for NEPA approval.

### Comment By **Robyn Kullas**

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Comment Type	Environmental Findings
Date	5/11/2022
Project Title	Missoula CARES Projects
Project Number	MT-2022-012-01-00
Comment	11.42.11 meets the requirements of CE List C type 7; no additional documentation is required for NEPA approval.

### Comment By **Robyn Kullas**

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Comment Type	Environmental Findings
Date	5/11/2022
Project Title	Missoula CARES Projects
Project Number	MT-2022-012-01-00
Comment	30.09.08 meets the requirements of CE List C Type 4; no additional documentation is required for NEPA approval.

**Comment By Robyn Kullas**

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Comment Type	Environmental Findings
Date	5/12/2022
Project Title	Missoula CARES Projects
Project Number	MT-2022-012-01-00
Comment	11.42.06 meets requirements of CE C list type 7; no additional documentation is required for NEPA approval.