



# City of Longview

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## Agenda Summary Sheet

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### **APPROVE LETTER OF SUPPORT AND LOCAL MATCHING FUNDS FOR FY2016 FEDERAL TRANSIT ADMINISTRATION BUS AND BUS FACILITIES GRANT**

#### **SUMMARY STATEMENT:**

The City of Longview is the Designated Federal Recipient of public transit funds. The City of Longview, on behalf of Cowlitz Transit Authority, is applying for the FY2016 Federal Transit Administration Bus and Bus Facilities Grant to expand the downtown Transit Center and purchase two (2) replacement biodiesel coaches.

Expansion of the Transit Center will correct space deficiencies created with expansion of RiverCities Transit service in August 2013. The expanded Transit Center will provide proper meal, break, and restroom facilities for our operators, and will provide office space to relocate transit administrative staff from the City Shop. This relocation of staff will free up space at the City Shop to alleviate deficiencies at that location, and will make transit management more accessible to our riders and partner agencies, and will facilitate travel training and paratransit eligibility assessments.

These projects support the goals of the Transit Enhancement Plan and are supported in the regional long range transportation plan. To demonstrate local support for the projects, the application requires documentation of local financial commitment and support. Staff is requesting the CTA approve a letter of support and adopt a resolution allocating local matching funds for the grant.

The bus facility grant will pay for construction costs only. If awarded the grant, the pre-construction work and costs including design, environmental review, and permitting, must be completed prior before the grant can be executed and the construction funds secured. All costs incurred to complete pre-construction activities are not eligible for reimbursement from the grant and cannot be counted as local matching funds toward the grant.

#### **FINANCIAL SUMMARY:**

The estimated cost to expand the Transit Center is \$3,480,000 and the estimated cost of the two transit coaches is \$1,040,000. The grant requires a 20% local match; therefore the estimated match funds requested of the CTA is \$904,000. The estimate of pre-construction costs not eligible for reimbursement is \$540,000. These projects are included in the 2016 Transit Development Plan and there are adequate funds available in the Cowlitz Transit Authority 2016 Budget. However, if awarded the grant, the CTA may consider debt financing the combined local match and ineligible costs.

#### **RECOMMENDED ACTION:**

Motion to approve Resolution Number 2016-01 and authorize the Chair to sign a letter of support for the City of Longview 2016 Bus and Bus Facilities grant application.

