



Transportation Department
Transit Division – Service and Capital Planning
One University Drive, Plantation, FL 33324 , Room 2401B

January 18, 2012

Dear City Manager:

The Broward County Transit (BCT) Community Bus program currently has partnerships through Interlocal Agreements (ILA) with 18 Broward County municipalities. This service provides mobility options for Broward County residents through connectivity to BCT's local fixed route system in addition to providing intra city service. There are currently 70 wheelchair accessible mini-buses providing revenue service on 46 routes in the Community Bus program. In FY11 the Community Bus program provided approximately 2.3 million passenger trips and provided 2,337,768 actual revenue service miles.

BCT is always seeking opportunities to improve service and provide additional mobility and connectivity options for Broward County residents. Current funding levels are such that we are encouraging Broward County municipalities to partner with BCT in providing Community Bus service. The Community Bus program provides an operating stipend of \$15.00 per revenue service hour in addition to the lease of a wheelchair accessible mini-bus for \$10.00 a year. For municipalities that currently have access to or own wheelchair accessible mini-buses, BCT will provide the city with a capital cost allowance of \$13,295.20 unless those vehicles were acquired with federal funds. The application process is competitive and designed to select and implement service and service options that will grow ridership and public transportation usage in Broward County. BCT's Community Bus program staff will process applications and prioritize service needs and municipalities will be formally notified by email or letter of the award of funds. Funding is currently available in the amount of \$310,000.

The enclosed documentation includes an application, eligibility criteria, and Community Bus Service Facts. We look forward to receiving your application and if you have any questions please feel free to contact BCT's Irvin Minney, Community Transit Officer at 954-357-7713 or email at iminney@broward.org.

Completed application packets are due to Irvin Minney by close of business Friday, February 17, 2012.

Sincerely,

Barney McCoy

Barney McCoy

Service and Capital Planning Manager

Enclosure: 3

Cc:

Chris Walton, Director – Broward County Transportation Department

Tim Garling, Director – Broward County Transit

Irv Minney, Community Transit Officer - Broward County Transit

Date: January 18, 2012
From: Irv Minney, Community Transit Officer - Broward County Transit
To: Broward County Municipalities
Subject: New Community Bus Service Funding Opportunity

Background:

The Broward County Transit (BCT) Community Bus program currently has partnerships through Interlocal Agreements (ILA) with 18 Broward County municipalities. This service provides mobility options for Broward County residents through connectivity to BCT's local fixed route system in addition to providing intra city service. There are currently 70 wheelchair accessible mini-buses providing revenue service on 46 routes in the Community Bus program. In FY11 the Community Bus program provided approximately 2.3 million passenger trips and provided approximately 2.4 million revenue service hours. The Community Bus program provides an operating stipend of \$15.00 per revenue service hour in addition to the lease of a wheelchair accessible mini-bus for \$10.00 a year. For municipalities that currently have access to or own wheelchair accessible mini-buses, BCT will provide the city with a capital cost allowance of \$13,295 per vehicle unless those vehicles were purchased with federal funds. In addition to the capital and operating assistance, BCT provides technical staff support and assistance (including training, scheduling, printing of route timetables, and bus stop signs).

Purpose:

The intent of this procedure is to prioritize service needs, assess services, promote and ensure the effective and efficient use of funds. Funding or capital equipment will be distributed to participating partners as funding or capital equipment become available. BCT's Community Bus Program staff will process applications and prioritize service needs and municipalities will be formally notified by email or letter of the award of funds.

Requirements:

- Complete and submit an application on or before the deadline.
- Transportation service must be open to the public.
- Provide a minimum of 24 scheduled service hours per week.
- Duplicative service with BCT's fixed route system or other Community Bus service should be minimal.
- Comply with the County ILA for Public Transportation requirements.

Ranking Criteria:

All cities must address each of the following in order to be competitive in the application process:

- Are currently a Level 1 municipality – **15 points**
- Are currently a Level 2 municipality – **10 points**
- Are currently a Level 3.1 municipality – **5 points**
- Provide six (6) months documented ridership with an average of 7.1 passengers per revenue hour (PPH) (Level 1, Level 2, and Level 3.1) – **15 points**
- Connect with BCT's fixed route system, i.e. number of routes - **5 points**
- Connect with BCT's Community Bus service, i.e. number of routes - **5 points**
- Projected ridership (can be daily, weekly, or monthly but **MUST** equate to a minimum of 7.1 PPH) **AND** include a BCT approved methodology for ridership projection – **15 points**
- Identify transit supportive land use/density within proposed service area – **10 points**
- Identify trip generators – **10 points**
- Identify transit supportive headway/frequency, i.e. less than 60 minutes – **10 points**

Level 1: Existing cities that are meeting the 7.1 passengers per revenue hour that would like to enhance or provide new services.

Level 2: Cities that have been removed from the program for failing to maintain the standard ridership criteria of 7.1 passengers per revenue hour per the terms of the ILA; however, kept the route(s) in operation with other sources of funding with a minimum of 24 scheduled service hours per week and are now meeting the standard ridership criteria and can provide documented proof of ridership for the last consecutive six (6) months.

Level 3: New cities that would like to participate in the Community Bus Program.

1. For cities that are currently operating service:
 - City must be able to provide the last six (6) consecutive months documented ridership.
 - City must have met the standard ridership criteria of 7.1 passengers per revenue hour for those six months.
2. For cities that are proposing new service with no existing service:
 - City must be able to provide proof of transit supportive land use or trip generators along the proposed route
 - City must be able to provide projected ridership that would meet and sustain the standard ridership criteria of 7.1 passengers per revenue hour



COMMUNITY BUS SERVICE APPLICATION FORM

Municipality _____

Official Representative _____

Federal ID Number _____

Phone Number _____

Address _____

Address _____

City, State, Zip _____

City, state, Zip _____

Describe your proposed project.

Number of vehicles you propose to lease from Broward County Transportation (BCT) for the proposed service _____

Illustrate the proposed route(s) with an attachment or attach your city map detailing the proposed route(s)

Round-trip length of proposed route in miles _____

Please address each of the applicable ranking criteria on a separate sheet of paper.

The applicant is responsible for notifying BCT of any changes of address, telephone number or any other changes pertinent to this application. BCT reserves the right to request additional information if needed. Please return the completed form and any necessary attachments to BCT at the address below or via email to IMinney@broward.org

Irvin Minney – Community Transit Officer
Broward County Transportation Department
1 North University Drive, Room 2401B-1
Plantation, FL 33324

BCT USE ONLY

Approved By _____

Not-Approved By _____

Total Score _____

Print Name _____

Date _____

Additional Comments