

Application Instructions	<u>Application Instructions</u>
Agency Name	Fort Bend County
Person to be contacted regarding this application	
First Name *	Pamela
Last Name *	LeBrane
Phone Number *	(281) 243-6702
Email Address *	pamela.lebrane@fortbendcountytexas.gov
By checking this box, you are indicating that the service profile for this organization is accurate. *	<input checked="" type="checkbox"/>
Project Service Area *	Urban <input checked="" type="checkbox"/> Rural

If "Urban" is selected, please select the urbanized area.

General Information

1. Describe the proposed project(s) for which the funds will be used. *

Fort Bend County (FBC) will use funds for purchase of service, software, miscellaneous equipment, project administration and operating expenses.

FBC provides general public demand response and commuter services. All services operate Monday through Friday (excluding County Holidays).

Demand Response services operate to accommodate the first drop-off by 8:00 am and last pick-up by 5:00 pm. Demand Response trips are provided within the County limits and/or to destinations in adjoining counties within one (1) mile of the Fort Bend County line. Advanced reservations are required and can be requested up to thirty (30) calendar days in advance. Requests are taken on a first-come, first-serve basis.

FBC provides additional services such as the Ambassador Program wherein passenger assistants help passengers with disabilities to and from their destinations. FBC continues to plan with human service agency transportation providers within the County and continues to stay involved in the region's public transportation efforts.

Commuter services are provided to Greenway Plaza, Galleria, and Texas Medical Center areas of Houston from park and ride locations in Sugar Land and Rosenberg. FBC has a planned park and ride facility along the Westpark Toll Road in northwest Fort Bend County. The Westpark Park and Ride will provide transportation for commuters residing in the northern portion of Fort Bend County. The transportation route will promote access to job sites, education, job training and other destinations.

2. Provide a description of how the need/demand for the proposed project(s) was determined. *

The proposed projects will support the continuation of existing public transportation services to address the needs of individuals and families in the Fort Bend County service area. FBC regularly communicates with its riders through surveys and public comments, and stays in touch with corporations and businesses that are the destination of commute riders. Ridership is now approaching pre-COVID levels and continues to increase.

3. Describe the anticipated benefits of the project. *

Fort Bend County services bring a better quality of life to individuals, families, communities, and businesses from every walk of life by providing options to get to work, go to school, visit friends, or get to a doctor's appointment.

4. Identify and describe methods to procure goods and/or services related to this project.

A formal bid process was completed for purchase of service and ambassador services.

5. If vendors have been previously selected, complete the following (press the save button for additional rows).

Vendor Name	Description of goods/services
First Transit	Purchase of Service
Transit Safety & Security Solutions	Ambassador Services

6. Is the proposed project is consistent with continuing, cooperating, and comprehensive regional transportation planning implemented in accordance with 49 U.S.C. §5301? *

Yes No

Attachments

Upload any additional documents relevant to this application per the application's instructions.

Description

Upload

Vehicle Projects

Vehicle projects include the purchase, rebuild and overhaul of vehicles.

1. Are Vehicle Capital expenses parts of the proposed project ?

Yes No

2. Identify the specific vehicle(s) to be replaced or rebuilt.
 (press the save button for additional rows)
 Enter License and VIN of vehicle to be replaced/rebuilt

License #	VIN	Reason to select this vehicle	Replace/Rebuild
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Note: vehicles must meet useful life standards to be considered for replacement

3. Identify the vehicle type(s) to be purchased.
 (press the save button for additional rows)

Vehicle type to be purchased	Reason to select this vehicle
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4. If vehicles are proposed to be purchased, will the vehicles be ADA accessible?

Note1: A non-accessible vehicle requires a "waiver" with the Public Transportation Coordinator's endorsement prior to entering into a grant agreement.

Note2: All fixed route service vehicles are required by FTA to be accessible and will not be granted waivers .

Yes No N/A

Upload an approved copy of Form PTN-116 Request to Purchase Non-Accessible Vehicle(s) in the field provided below.

Form PTN-116 upload

Other Capital

Other Capital includes, but is not limited to: shop equipment, communication and computer equipment, hardware and/or software, preventive maintenance, purchase of service, and other miscellaneous equipment. (Program limitations may apply.)

5. Are Other Capital expenses part of the proposed project description?

Yes No

6. Describe the scope of the Other Capital project in detail.

Other capital expenses include Capital Cost of Contracting for all general public demand response and commuter services already operated by the County. FBC contracts with First Transit to provide transportation services .

Other capital expenses outlined in this application include software maintenance fees and miscellaneous equipment.

7. Describe the need for the Other Capital project. Specifically, identify how the project was selected and what service improvements and/or project benefits are to be addressed.

FBC will use the funds in support of existing transit services.

Attachments

Upload any additional documents relevant to this application per the application's instructions.

Description	Upload
FBC Brochure	https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/807367_343724-FBC Brochure.pdf
Galleria Route Map	https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/807367_343724_2-G alleriaRouteMap.pdf
Greenway Route Map	https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/807367_343724_3-G reenwayRouteMap.pdf
TMC Route Map	https://apps2.txdot.gov/apps/egrants2/egrants2_uploads/807367_343724_4-T MCRouteMap.pdf

As an authorized official of the Fort Bend County

I certify to the following:

1. The information presented in the application is true and accurate to the best of my knowledge.
2. I have not intentionally made any misstatements or misrepresented the facts.
3. The organization has the resources and technical capacity to support the project.
4. The organization has the resources and technical capacity to provide the required match.
5. The organization uses generally accepted accounting standards for its financial recordkeeping functions.
6. The organization will participate in a continuous, comprehensive dialogue throughout the life of the project.

This includes but is not limited to:

- On-Site monitoring by TxDOT personnel
- Timely submission of required reports
- Timely written notification of events that will affect the outcome of the project

7. The organization will comply with all applicable federal, state, and local laws and regulations.

This includes but is not limited to:

- Annual Certifications and Assurances
- Master grant agreements
- Project grant agreements
- Applicable federal program circulars and similar federal and state guidance

8. Applicant Affirmation: Compensation has not been received for participation in the preparation of the specifications for this call for projects.

By checking and completing this document I certify that the above statements are true and that I have the authority to sign this document.

Name

Title

Date

To be completed by the County Judge after approval in Commissioners Court

Will this project involve construction, alteration, repair, or purchase of buildings, structures, or other real property? *

Yes No

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

Phase	Activities which have taken place	Cost	Funding Source
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3b.

Phase	Activities in progress	Cost	Funding Source	Amount Committed
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3c. Describe **future** activities, by project phase. For each phase provide the estimated cost, secured funding sources and amounts, and funds being requested. *

Describe how amounts were determined.

Upload Funding Source Material

Description	Upload
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Maps

Description	Upload
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5. Do you own or rent the property? * If renting, upload a copy of the lease.
 Own Rent/Lease Location not selected

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

Yes No

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

Yes No

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

Yes No

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

Yes No

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

Yes No Location not selected

Description

Description

Upload

Budget and Milestones

Agency Name Fort Bend County

Program Type STATE-R

Does this budget include indirect costs? * Yes No

If yes, please enter the Indirect Rate %

Attachments

If this budget includes In-Kind funds please upload supporting documentation.

Description	Upload

When entering budget line items, fill out a row and then press the save button for additional rows.

Description	Scope	Award Amount	State Match	Local Match	In-Kind Match	Total Funds	Match Ratio	TDC
Third Party Contract Capital Cost of Contracting - 11.71.12		\$20,578				\$20,578		0
	# of Units							
Acquisition - Acquired Software - 11.42.08		\$5,985				\$5,985		0
Acquisition - Miscellaneous Equipment - 11.42.20		\$18,129				\$18,129		0
Project Administration - 11.79.00		\$37,166				\$37,166		0
Operating - 30.09.01		\$252,136				\$252,136		0
Subtotal:		\$333,994	\$0	\$0	\$0	\$333,994		0

Commuter Bus Service

With convenient weekday schedules, Fort Bend County residents working in Harris County can ride the Fort Bend Transit bus into the Texas Medical Center, Greenway Plaza, or the Galleria area, where riders can transfer to Metro buses or Metro Rail to travel to other areas of Houston. Please visit our website at FBCTransit.org for more information, including maps and schedules for each of our commuter routes.



Contact Us

Physical Address:

3737 Bamore Road
Rosenberg, TX 77471

Mailing Address:

301 Jackson St.
Richmond, TX 77469

281-633-RIDE (7433)
1-866-751-TRIP (8747)

Fax: 832-471-1843

Email: transit@fortbendcountytx.gov
FBCTransit.org

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color, national origin, religion, sex, disability, age, or other protected status in programs and activities receiving Federal financial assistance (42 U.S.C. Section 2000d).

Fort Bend County is committed to ensuring that no individual who uses our services is excluded from participation, denied benefits, or discriminated against. If you believe you have been subjected to discrimination, you may file a complaint by calling the Fort Bend County Title VI Coordinator at 281-633-7433.

You may send a written complaint to Fort Bend Transit Department, ATTN: Title VI Coordinator, 301 Jackson St., Richmond, TX 77469, or via email at transit@fortbendcountytx.gov.

Complaints may also be filed with the following organization no later than 180 days after the date of the alleged discrimination: Federal Transit Administration Office of Civil Rights ATTN: Complaint Team, East Building, 5th Floor – TCR, 1200 New Jersey Avenue, SE, Washington, DC 20590.



Fort Bend County Public Transportation Services

Providing Fort Bend County residents with safe, efficient, and accessible public transportation services, while maintaining service quality and customer satisfaction.

Getting Around Fort Bend County

Using Demand Response Service

Scheduling a Trip

To schedule a ride, call 281-633-RIDE (7433) or toll-free 1-866-751-TRIP (8747) Monday through Friday, 8:00 a.m. to 5:00 p.m. to reserve your trip.

We do not offer same day rides

Reservations can be made one business day in advance or up to 30 days in advance.

Trips will be scheduled on a time and space availability basis.

Reservationists will need the following information to set up your trip:

- Name
- Home address
- Telephone number
- Pick-up address
- Destination address
- Appointment time and/or pick-up time

Cancelling a Trip

You must call reservations (option 2) as soon as possible to cancel a trip in advance. Cancellations received the same day as a scheduled trip will be considered a "late cancel" trip.



Notices

- Passengers must be ready **15 minutes before to 15 minutes after** scheduled pick-up time. Not being ready or deciding not to go is considered a "no-show" trip.
- Six or more no-shows, cancels-at-door, and/or late cancels within a 90-day period may result in a 30-day suspension from service.
- All passengers must wear seat belts.
- Passengers must provide an approved seat restraint for children 40 lbs or less.
- Passengers 12 years old or younger must be accompanied by an adult 18 years old or older.
- This is a shared ride service.

Fares and Service Information

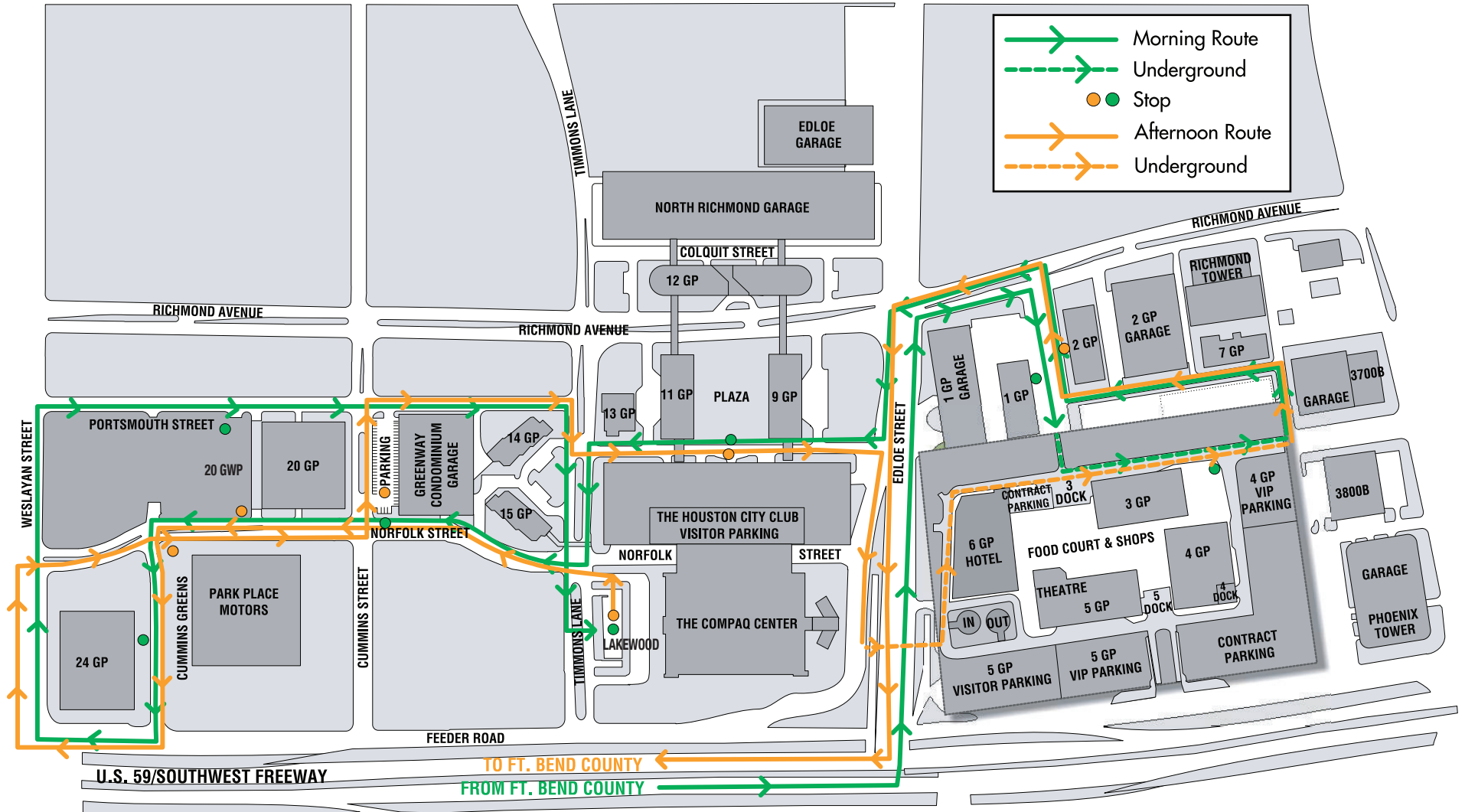
- Fare is \$1.00 per person per one-way trip. All passengers are required to pay fare, unless you are riding along solely as a personal care assistant.
- Regular service is curb-to-curb. If you require special assistance, this must be requested when the trip is reserved.
- Demand response rides are limited to pick-ups within Fort Bend County only, but passengers may be dropped off up to a mile outside the county line.
- If you would like a copy of our Passenger Guidelines, please visit our website, or you may request that a copy be mailed to you by calling our office.
- Visit FBCTransit.org for more information on all of our transit services.

County Holidays

No bus services are provided on Fort Bend County holidays. The following holidays are observed:

New Year's Day	MLK Jr. Birthday
Good Friday	Labor Day
FBC Fair Day	Independence Day
Memorial Day	Thanksgiving Holidays
Veterans Day	Christmas Holidays

Greenway Route Map



TMC Route Map

