

Frequently Asked Questions – 2020 5307/5339 Application

Applications due August 28, 2020

Questions	Response
<p>What date do we use for RFP issued and contract award date?</p>	<p>Milestones are required to be identified in the application regardless of the type of procurement used. When procurements do not require an RFP, the RFP date in the milestone section could be the same as the contract award or the quote date. When identifying reasonable milestone timeframes, consider that preliminary awards will be available in early 2021. If using the state vehicle contract, please let us know in the application. A new state vehicle contract is being issued with a contract goal date of May 1, 2021. Contract completion should align to the date of your anticipated vehicle delivery.</p>
<p>Who should letters of support be addressed to?</p>	<p>Address letters of support to yourself, and agency representative, or your ADOT Program Manager.</p>
<p>Is there a minimum grant request?</p>	<p>Yes, when applying for the funding ADOT will not consider awards of less than \$5,000 as that is generally the FTA threshold for capital purchases.</p>
<p>If I have just been awarded the 5311 for the next two years (beginning Oct. 1, 2020), how soon should I apply for the 5307 & 5339 given the long process?</p>	<p>5307/ 5339 funding applications are available every year. As a 5311 agency you are able to apply for this funding for bus and bus facility capital needs that your agency may have.</p>
<p>Can Small MPO's also apply for these funds for transit related projects?</p>	<p>MPOs are not eligible to apply for this funding. However, MPOs can partner with local transit agencies that apply and work together on the project.</p>
<p>Can software for dispatching be included in the capital request?</p>	<p>Yes. Each software project is required to have a project level ITS architecture, when using federal funds towards software, which must be attached to the application. Additionally, you must ensure the software is included in the Arizona Statewide Intelligent Transportation System (ITS) Architecture Plan.</p>
<p>Last year, you mentioned projects such as a sidewalk project within 1/4 mile of a bus stop. Is that still a viable project? Does it fall under ADA Facility? Does a project such as a bus shelter and concrete pad to make improvements meet ADA eligible?</p>	<p>Yes, bus shelters, concrete pads, and sidewalks would meet ADA eligibility as long as it meets the federal accessibility standards and requirements. The ADA feature should be documented in the application.</p>

<p>If we are doing a sidewalk project do we need to have the NEPA done to apply for construction money?</p>	<p>Sidewalk projects that will be done within the existing right of way usually fall within the NEPA categorical exclusion. If the project is not in the existing right of way or has additional complications then it should be phased to allow for the planning and NEPA process needed.</p>
<p>Is an RFP needed for bus shelters?</p>	<p>RFP requirements depend on the procurement amount or threshold. You will need to adhere to federal, state and local procurement requirements. The 5311 guidebook outlines these thresholds.</p>
<p>Are bus stop signs an eligible project? We just changed our name and need new signs, or to update current signs.</p>	<p>Yes, bus stop signs are an eligible project. Please remember you can group project types together.</p>
<p>Would a bus pullout be an eligible project?</p>	<p>Yes, a bus pullout is an eligible project under the grant. Again you may want to phase this project so you meet all environmental requirements, design the pull out, then construct.</p>
<p>Is fogging equipment to disinfect vehicles eligible under the grant?</p>	<p>Yes, fogging equipment is eligible under this grant funding.</p>
<p>Regarding agencies seeking a transit facility for drivers and buses, can you remind me what information you will require for the grant? Would refurbishing an existing building be an eligible project or is it just for new buildings?</p>	<p>Transit facilities need to have a documented NEPA or ADOT will be unable to fund construction as the next step. We strongly encourage phasing of a project in your request. Yes, refurbishing an existing building would be an eligible project under the grant.</p>
<p>We are considering applying for a transit facility. What do we need to be aware of to be prepared for the process?</p>	<p>You will want to familiarize yourself with the NEPA process. NEPA is a part of the facility and construction process. NTI has an online NEPA course that you may register at: https://www.ntionline.com/national-environmental-policy-act-nepa-101-online-course/.</p>
<p>Do we apply for the 5307 or 5339?</p>	<p>The 5307 portion is reserved for the small urban areas that are designated as direct recipients of FTA. The 5339 Statewide Bus and Bus Facilities grant is available for both small urban and rural transit recipients. The application covers both and will be awarded as the recipient is eligible.</p>
<p>Does the application include planning like 5311 does?</p>	<p>Small Urban Areas can include planning projects for 5307 funding. The 5339 Bus and Bus facilities planning projects must be part of the planning process to construct an eligible project such as a facility. Rural areas need to apply through the 5311 application or in partnership with the MPO / COG for route and general transit planning separate from this application process.</p>

Can we only put in for 1 project?	Yes, you can put in for between 1-3 projects.
Will the grant cover card readers for buses?	Yes, card readers are an eligible project under the grant.
Our bus we want to apply for replacement doesn't meet useful life now, can we still apply for the replacement bus?	If your bus is forecast to meet the useful life when it will be purchased and delivered, then it would be eligible for replacement. Most buses take approximately 2 years from the time of application. The application requests you to provide information about this, so plan ahead for when delivery would occur to see if you will meet useful life. If not, then this project should wait until the next year's application.
If we are replacing a bus, do we have to buy the same type of bus again?	If your needs have changed, your replacement bus does not need to be the same bus as the one you are replacing.
When will awards be announced?	Preliminary awards notices will be announced by early 2021.
What if we can't get our Board Resolutions in with the application because they are not meeting in time?	The financial readiness section requires documentation of local match commitment. It should follow the agency's local process which may require a board resolution. If a resolution is required and your board will meet after the application due date, submit documentation of local match/ proposed resolution and a date your board will meet in that upload box. Then you can submit the adopted resolution via email to an ADOT Transit program manager. This should still be submitted as quickly as possible as the resolution must be adopted and received prior to the panel review or the financial readiness portion will be impacted in your application ranking.
Will there be a cure period with changes allowed after the application due date or can we delay submitting the application?	The application is due August 28th at 4 PM and there are no delays allowed. There is also no cure period or changes allowed after the application submission with the exception of a board resolution that can be submitted via email. Please be thorough in your application preparation and timely in your submittal. If for some reason the application does not submit, please contact ADOT prior to the deadline as we can address technical issues.

Reminder: Please remember you can group project types together. For example, if you are buying busses all of the busses can be grouped together into 1 project.