



## 5310 Scoring Subcommittee Meeting

Monday, March 18, 2013, 10:00 am to 2:30 pm

Alameda CTC Offices, 1333 Broadway, Suite 300, Oakland

### Meeting Outcomes:

- Receive a brief orientation on 5310
- Determine applicants eligibility
- Determine the score for each project as the Local Scoring Committee

10:00 – 10:30	<b>1. Preliminaries and Orientation</b>	I
	<i>01 5310 Background Information.pdf – Page 1</i>	
	<i>01A Caltrans 5310 Fact Sheet.pdf – Page 3</i>	
	<i>01B Attachment Summary.pdf – Page 5</i>	
	<i>01C Annotated Score Sheets.pdf – Page 7</i>	
10:30 – 11:30	<b>2. Alzheimer's Services of the East Bay</b>	I
	a. Projects: 2 replacement vehicles (small buses)	
11:30 – 12:15	<b>3. Bay Area Outreach and Recreation Program</b>	I
	a. Projects: 1 service expansion vehicle (large bus)	
12:15 – 12:30	<b>4. Break</b>	
12:30 – 1:15	<b>5. Center for Elders' Independence</b>	I
	a. Projects: 8 service expansion vehicles and other equipment (medium buses and mobile radios)	
1:15 – 2:30	<b>6. Friends of Children with Special Needs</b>	I
	a. Projects: 2 service expansion vehicles (medium buses)	
2:30	<b>7. Adjournment</b>	

Key: A – Action Item; I – Information/Discussion Item; full packet available at [www.alamedactc.org](http://www.alamedactc.org)

**Staff Liaisons:**

John Hemiup, Senior Transportation  
Engineer  
(510) 208-7414  
[jhemiup@alamedactc.org](mailto:jhemiup@alamedactc.org)

Naomi Armenta, Paratransit Coordinator  
(510) 208-7469  
[narmenta@alamedactc.org](mailto:narmenta@alamedactc.org)

**Location Information:** Alameda CTC is located in Downtown Oakland at the intersection of 14<sup>th</sup> Street and Broadway. The office is just a few steps away from the City Center/12<sup>th</sup> Street BART station. Bicycle parking is available inside the building, and in electronic lockers at 14<sup>th</sup> and Broadway near Frank Ogawa Plaza (requires purchase of key card from [bikelink.org](http://bikelink.org)). There is garage parking for autos and bicycles in the City Center Garage (enter on 14<sup>th</sup> Street between Broadway and Clay). Visit the Alameda CTC website for more information on how to get to the Alameda CTC: <http://www.alamedactc.com/directions.html>.

**Public Comment:** Members of the public may address the committee regarding any item, including an item not on the agenda. All items on the agenda are subject to action and/or change by the committee. The chair may change the order of items.

**Accommodations/Accessibility:** Meetings are wheelchair accessible. Please do not wear scented products so that individuals with environmental sensitivities may attend. Call (510) 893-3347 (voice) or (510) 834-6754 (TTD) five days in advance to request a sign-language interpreter.

## 5310 Background Information

### Pre-review:

Members who choose to receive the applications ahead of time can review and become familiar with them. It is not required to score ahead, but if desired, several scoring tools are attached. The first is a blank Attachments Summary, to help you note which applications have which attachments. Annotated score sheets for each agency applying are also included.

### Scoring Process at Subcommittee:

- Introductions
- Discuss any eligibility issues or concerns
- Go through Scoring Worksheet and determine Local Scoring Committee Scores

*Please remember that we will need to collaborate and work as a team to get through this large volume of materials!*

### Conflict of Interest Statement:

PAPCO subcommittee members will be asked to recuse themselves from scoring any application where they may have a conflict of interest. Following are the general conflict of interest guidelines which will be applied to the 5310 Scoring Subcommittee.

- If a PAPCO Subcommittee member was a member of an oversight committee of any applicant. For example, if a subcommittee member was on Oakland's Commission on Aging, then this would exempt them from scoring a City of Oakland application.
- If a PAPCO Subcommittee member sat on the Board of an agency applying.
- If a PAPCO Subcommittee member stood to gain politically or financially from an applicant receiving the funding.

### Next Steps:

- March 26 – Local Scoring Committee's Scores transmitted to MTC
- April 10 – Appeals Forum at MTC
- May 13 – MTC forwards scores to Caltrans
- TBD – Caltrans releases final list and works with recipients to procure equipment

***This page intentionally left blank***

# FTA Section 5310 Elderly and Disabled Specialized Transit Program Attachment 01A Federal Fiscal Year 2012

## PROGRAM FACT SHEET AND TIMELINE

**Program Purpose:** Provide capital grants for projects that meet the transportation needs of elderly persons and persons with disabilities where public mass transportation services are otherwise unavailable, insufficient or inappropriate.

**Program History:** Since the program's inception in 1975, approximately 500 agencies have received over 4000 vehicles statewide, serving a variety of client groups and programs ranging from small agencies with specific clientele (e.g. dialysis and AIDS patients) to large providers serving an entire community. The average cost for yearly maintenance for a vehicle is estimated at \$8,500.

### Funds Available

- \* Approximately \$13 million in Federal funds are available for this cycle;
- \* 100 % in federal funds upon FTA approval of Transportation Development Credits.

### Eligible Applicants:

- \* Private non-profit corporations;
- \* Public agencies where no private non-profits are readily available to provide the proposed service;
- \* Public agencies that have been approved by the State to coordinate services.

### Eligible Equipment:

- \* Accessible vans and buses;
- \* Mobile radios and communication equipment;
- \* Computer hardware and software

**Service Eligibility:** Services to be provided must serve the transportation needs of elderly persons and/or persons with disabilities. Public service must be "incidental" per FTA C 9070.1F.

**Project Eligibility:** Applicants must have management oversight and control over the operations and service of the equipment. Applicants are required to provide sufficient justification and provide documentation that alternative transportation services are unavailable, insufficient or inappropriate to meet the agency's transportation needs.

**Selected project vehicle(s) must provide a minimum of 20 hours of service per week per vehicle or in coordination with other agencies.**

All projects selected for funding must be derived from a Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan) as required by FTA C 9070.1F.

**Vehicle Replacement Eligibility:** Vehicle(s) must be in active service. Active service is defined as a vehicle providing service throughout the agency's normal days and hours of operation. A van(s) proposed for replacement must have been in service for four years or have at least 100,000 miles at the time of application. A replacement bus(s) must meet or exceed useful life at the time of application.

**Service Expansion Eligibility:** Applicants must be able to document that the proposed transportation service will provide:

- \* Services to additional persons; or
- \* Expand the service area or hours; or
- \* Increase the number and/or frequency of trips.

### Funding Selection Process:

1. The Regional Transportation Planning Agency (RTPA) scores the applications using established evaluation criteria and completes a prioritized list for their region.
2. The State Review Committee reviews the RTPA scores, and scores a statewide-prioritized list of projects based on available funding.
3. The California Transportation Commission (CTC) holds a public hearing to review and adopt the final list of projects.
4. Caltrans submits approved projects to the FTA.

**Program Requirements:** Once approved by FTA, successful applicants enter into a Standard Agreement with Caltrans. The agreement remains in effect until the project's useful life. Grantees are responsible for the proper use, operating costs, and maintenance of all project equipment. Grantees must be prepared to comply with the requirements of Caltrans, the Department of Motor Vehicle and the regulations of the California Highway Patrol.

**PROGRAM NOTE:**

*FTA Section 5310 vehicles are purchased by Caltrans using a State procurement process. Upon Caltrans approval, public agencies can follow their own local procurement process. However, the grantee must comply with state and federal procurement procedures when purchasing with local funds. Upon project completion, the grantee requests reimbursement from Caltrans for the Federal Share.*

**5310 PROGRAM TIMELINE**

- November 15, 2012 - Call for Projects  
- Begin Schedule for Public Hearings (Public Transit Only)
- January 21, - 31, 2013 - Grant Application Workshops
- March 11, 2013 - Regional applications due to RTPA by 5:00 p.m. March 11, 2013. RTPA scores applications and conducts appropriate public hearings.
- May 13, 2013 - RTPA forwards (electronically) regional prioritized list with scores and copies of applications with approved Certification and Assurances to Caltrans by 5:00 p.m. May 13, 2013.
- June 6, 2013 - Regional scores are merged into a statewide-prioritized list of projects.  
- State Review Committee reviews and verifies scores submitted by the RTPAs.
- August 2013 to September 2013 - Submit draft list to CTC for book item at the upcoming CTC meeting  
- CTC distributes public draft Program of Projects (POP)  
- CTC conducts staff level conference for the review committee to hear any filed appeals  
- CTC conducts public hearing to adopt final POP  
- Final POP distributed publicly  
- Projects are programmed in the FTIP
- October/November 2013 - Schedule Successful Applicant Workshops, verify new agency information  
- After verification that all projects have been programmed, approved POP submitted to FTA for funding approval  
- After FTA's final approval, Standard Agreement process initiated  
- Procurement process begins.
- January/February 2014 - Write Standard Agreements  
-

*For additional information call our toll free number (1.888.472.6816) or visit our website at:  
<http://www.dot.ca.gov/hq/MassTrans/5310.html>*

Attachment	Alzheimer's Services of the East Bay	Bay Area Outreach and Recreation Program	Center for Elders' Independence	Friends of Children with Special Needs
Eligibility Concerns (determined w/MTC)	Resolution of Authority missing (p 1); Box not checked (p 4); Agency does not have a policy or procedure for LEP (p 10); Total project cost is missing (p 12)	None	Resolution of Authority missing (p 1)	Application was late- may need to appeal to Caltrans; Number of clients does not add up and wheelchair users percentage is not accurate (p 9); Page numbering is off (p 9 - 28)
<u>Eligibility attachments</u>				
Resolution of Authority from your Board (original document) for the person signing				
Caltrans last semi-annual milestone report (current recipient)				
Current Certificate of Insurance for all 5310 vehicles in possession (current recipients)				
Corporate Records Information				
Proof of public hearing notice and a copy of the contact letter sent to non-profit transportation providers (public agencies)				
Proof of contact with all non-profit transportation providers (public agencies)				
Agency brochure				
Map of the service area				
Copy of nondiscrimination policy and discrimination complaint process				
Copy of written and oral information to clients and potential clients, in languages other than English				
Disadvantaged Business Enterprise Race-Neutral Implementation Agreement (non-standard capital equipment)				
3 estimates of like-kind equipment (non-standard capital equipment)				
Photograph of the vehicle(s) proposed for replacement (at an angle to show back wheels and accessible entry)				
Documentation supporting service expansion				

Attachment	Alzheimer's Services of the East Bay	Bay Area Outreach and Recreation Program	Center for Elders' Independence	Friends of Children with Special Needs
<u>Scoring attachments</u>				
New driver training including classroom and road testing				
Continuing driver training including classroom and road testing				
Sensitivity Training				
Emergency Preparedness				
First Aid and CPR				
Dispatching plan with ongoing training				
Pre-trip and post-trip inspection forms				
Maintenance schedule and forms				
Contingency plans				
CHP or Caltrans inspection report				
Proof of other funding not available				
Audit				
Proof agency is included in the response plan with the County OES				
Proof of identification of vehicles to County for emergency evacuations				
Coordination letter				





FTA Section 5310  
Elderly & Disabled Specialized Transit

**Quantitative Scoring  
& Project Rating Worksheets**

**CONTENTS**

		Page	Maximum Points
<b>Section I</b>	Ability of Applicant .....	2	32
<b>Section II</b>	Coordination Planning .....	3	18
	Coordinated Plan Requirements (12 pts)		
	Coordination - Use of Vehicles/Equipment (6 points)		
<b>Section III</b>	Transportation Service .....		20
	Replacement.....	4	
	Service Expansion.....	5	
	Other Equipment.....	6	
<b>Section IV</b>	Service Effectiveness .....	7	30
	Project Scoring Form .....	8	
Maximum Total Per Requested Project			100

Scored by: (RTPA Name and Phone Number)

Alameda County Paratransit Coordination Council (510) 208-7469

Agency submitting Application:

Alzheimer's Services of the East Bay

Signature of Person Verifying Eligibility of Applicant and Scoring

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 15-18)

Evidence of an applicant's experience and history of providing efficient and effective transit services.

## SECTION – I Ability of Applicant

Score

<p><b>1a.</b> Applicant has experience providing existing specialized transportation services for elderly or individuals with disabilities for:</p> <p style="text-align: right;">More than 5 years = 4 ____ 3 to 5 years = 3 ____ 1 to &lt; 3 years = 2 ____ Less than 1 year = 0 ____</p> <p style="text-align: center;"><b>OR</b></p> <p><b>1b.</b> Applicant has experience in providing social services (non-transportation) for elderly or individuals with disabilities:</p> <p style="text-align: right;">Applicant demonstrates support from the local RTPA or CTSA (attach letter) = 2 ____ And applicant has provided social services for More than 3 years = 2 ____ 1 to 3 years = 1 ____ Less than 1 year = 0 ____</p>	
<p><b>Scoring criteria for the following questions:</b> 0 = Does not address question 1 = Addresses question without attaching relevant documentation. 2 = Addresses question completely and attaches relevant documentation</p> <div style="border: 1px solid black; padding: 5px; width: fit-content; margin: 10px auto;"> <p><b>Questions 10-12 do not require attachments</b></p> </div> <p><b>2. Driver training program:</b> New and continuing driver training, including classroom and road testing = 2 ____ Sensitivity Training, Emergency Preparedness, First Aid, and CPR = 2 ____</p> <p><b>3. Dispatching Plan:</b> Description of dispatching plan with ongoing training = 2 ____</p> <p><b>4. Maintenance plan including the following:</b> Daily Pre- and post- trip inspection description with inspection forms = 2 ____ Preventative and routine maintenance description, with maintenance schedule and forms = 2 ____ Contingency plans for when equipment is not available for service = 2 ____</p> <p><b>5. California Highway Patrol (CHP) Inspections</b> Inclusion of satisfactory CHP or Caltrans inspection or documentation that such an inspection is not required = 2 ____</p> <p><b>Annual Budget/Fund Sources:</b> 6. Agency describes other funding received or why other funding is not available = 2 ____ 7. Qualified audit for agency included with no instances of non-compliance = 2 ____</p> <p><b>Emergency Operations and Response Planning:</b> 8. Emergency planning and drill activities, and county coordination. = 2 ____ 9. Identified available accessible vehicles (including capacity) to the county for use in emergency evacuations. = 2 ____</p> <p><b>Proposed Budget for Transportation Program:</b> 10. All sources of estimated income are identified for proposed project. = 2 ____ 11. Budget for applicant agency includes prior, current, and budget year. = 2 ____ 12. Appropriate funding source for local match is identified. = 2 ____</p>	
<p>Total Points Maximum 32</p>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 19 and 20)

## SECTION – II Coordination Planning

0 – Does not address question and/or does not include Coordinated Plan section or page number

3 – Addresses question & indicated Coordinated Plan section and/or page number

### COORDINATED PLAN REQUIREMENTS Maximum 12 points (3 points per question)

<p><b>Element 1:</b> <i>An assessment of available services that identifies current transportation providers (public, private, and non-profit).</i></p> <p>1. Generally describes available non-profit, public transit or Paratransit, including fixed route, dial-a-ride, and ADA complementary Paratransit services as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 2:</b> <i>An assessment of transportation needs for individuals with disabilities, older adult. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.</i></p> <p>2. Describes transportation needs of individuals with disabilities or elderly individuals to be served by the proposed project as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 3:</b> <i>Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.</i></p> <p>3. Identifies coordination strategies activities and/or efficiencies by name. Accurately describes <u>how this project addresses strategies, activities and/or efficiencies</u>. Includes section and/or page number of Coordinated Plan.</p>	
<p><b>Element 4:</b> <i>Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.</i></p> <p>4. Identifies the Coordinated Plan's implementation priorities. Accurately describes <u>how this project addresses them</u>. Includes section and/or page number of Coordinated Plan.</p>	
<b>Total Planning Score Maximum 12</b>	

### COORDINATION – USE OF VEHICLES/EQUIPMENT Maximum 6 points (3 points each)

(See Application Part III – Pg. 21) Verify required letters are attached for 1 and 2 or 3.

<p>1. Clearly describes how vehicles, equipment or services in agency's <b>existing</b> fleet are used to provide coordinated service for another agency's clients or how these vehicles are shared with another agency(s).</p>	
<p>2. Clearly describes plan for coordinating use of <b>requested</b> vehicle(s) or equipment. (1 point per type of coordination or sharing of resources, up to 3 points.) Examples:</p> <ul style="list-style-type: none"> <li>• Shared use of vehicles</li> <li>• Dispatching or scheduling</li> <li>• Maintenance</li> <li>• Back up transportation</li> <li>• Staff training programs</li> <li>• Joint procurement of services and supplies from funding sources other than Section 5310</li> <li>• Active participation in local social service transportation planning process</li> <li>• Coordination of client trip(s) with other transportation agencies</li> <li>• Other – please describe</li> </ul>	
OR	
<p>3. Clearly identifies attempts the agency has made to coordinate. Explains why coordinating isn't possible. Provides supporting documentation letter from CTSA or RTPA confirming that no opportunities for coordination currently exist for requested equipment.</p>	
<b>Total Coordination of Vehicles Score Maximum 6</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 22 Existing Services)

## SECTION – III

### Existing Transportation Services

**REPLACEMENT** – Vehicles to be replaced that are currently in Active Service.

#### VEHICLE USEFUL LIFE CRITERIA

TYPE OF VEHICLE	EXISTING VEHICLE MILES AND AGE	SCORE
<b>Minivan, Modified Van</b>	175,000 to 200,000 or 8 years	..... 20
	150,000 to 174,999 or 7 years	..... 15
	125,000 to 149,999 or 6 years	..... 10
	100,00 to 124,999 or 5 years	..... 5
	Less than 100,000 miles or 4 years old not eligible	..... 0
<b>Bus Type I, IA, IB, II, III</b> [I, IA, IB = Small (approx. 259" - 256") II = Medium (approx. 258" – 264") III = Large (approx. 300" )]	225,000 - 250,000 or 9 years	..... 20
	200,000 – 224,999 or 8 years	..... 15
	175,000 – 199,999 or 7 years	..... 10
	150,000 – 174,999 or 6 years	..... 5
	Less than 150,000 or 5 years not eligible	..... 0
<b>Bus Type VII</b> (Larger (approx. 320" – 381"))	275,000 – 300,000 or 11 years	..... 20
	250,000 – 274,999 or 10 years	..... 15
	225,000 – 249,999 or 9 years	..... 10
	200,000 – 224,999 or 8 years	..... 5
	Less than 200,000 or 7 years not eligible	..... 0
<b>Bus Type VIII</b> (Largest (approx. 312" – 364"))	425,000 – 449,999 or 14 years	..... 20
	400,000 – 424,999 or 13 years	..... 15
	375,000 – 399,999 or 12 years	..... 10
	350,000 – 374,999 or 11 years	..... 5
	Less than 350,000 or 10 years not eligible	..... 0

**Replacement:** Determination that an applicant's vehicle needs to be replaced in order to continue its existing transportation services. For each new vehicle requested a vehicle currently in **active service** will be removed and sold or placed into backup service. Sedans and SUV's are no longer eligible as replacement vehicles.

**Active Service:** Vehicle is providing service throughout the agency's normal days and hours of operation.

**Excessive Maintenance:** Vehicle does not meet minimum useful life but needs to be replaced due to excessive maintenance. Requests must have prior approval from Branch Chief of the Elderly and Disabled Specialized Transit Program.

Column 2

Column 4

Column 3

Use the chart below to score each replacement vehicle.

Maximum 20 points each

Type of Vehicle	VIN - last 5 numbers	Disposition: Sell or Backup	Mileage	Age	Score
Small Bus	63071	Backup	171073	11	
Small Bus	25106	Sell	211638	10	

\* If requesting new system (base station and mobile radios) score under **Other Equipment**.

**Quantitative Scoring & Project Rating**

(See Application Part III – Pg. 23 Proposed Services)

**SECTION – III****Proposed Transportation Services**

**NEW OR SERVICE EXPANSION – Determination that requested additional equipment would be fully utilized (days and hours, passenger trips, service area) including usage of vehicle by another agency through a coordination plan.**

**Use the chart below to score each new or service expansion vehicle.**

*Round to the nearest whole number.*

Score

Projected service hours per week to be provided with requested vehicle will increase total existing service hours by:			
> 38 = 7 points	27 to 29 = 3	Column 5	
36 to 38 = 6	24 to 26 = 2		
33 to 35 = 5	20 to 23 = 1		
30 to 32 = 4	< 20 hours = 0 points		
<b>AND</b> Projected number of daily one-way <b>Passenger Trips</b> divided by Proposed total vehicle service hours:			
> 7 per service hour = 7 points	4 = 3	Column 6 ÷ 4	
7 = 6	3 = 2		
6 = 5	2 = 1		
5 = 4	< 2 per service hour = 0 points		
<b>AND</b> Projected number of miles for proposed vehicle per day is:			
		Column 7	
> 105 miles per vehicle = 6 points			
91 to 105 = 5	46 to 60 = 2		
76 to 90 = 4	30 to 45 = 1		
61 to 75 = 3	< 30 miles per vehicle = 0 points		

Maximum 20 Points

Proposed New or SE Vehicle	Total Score Each Vehicle

**OTHER EQUIPMENT - Determination that ancillary equipment will provide critical support to the applicant's transportation program.**

Use the chart below to score each equipment request.

Criteria	Points	Score
1. Equipment will coordinate fleet of <b>10 or more</b> vehicles (app. page 22 or 23)		
10 or more	15	
9	13	
8	11	
7	9	
6	7	
5	5	
4	3	
1-3 vehicles	1	

2. Applicant is currently using manual system for scheduling, vehicle tracking, etc. And/or has no dispatch communication equipment. (Application page 14)	5	
OR		
3. Applicant needs to replace inadequate equipment to improve efficiency. (Application page 14)		
More than 5 years	5	
3 to 5 years	3	
Less than 3 years	0	
	Total(Maximum 20)	

**Other Equipment:** - Computer system, Software, Maintenance equipment, Communication system or other.

Describe and Score **each** request

Maximum Points 20

Equipment Requested	Score

## Quantitative Scoring Criteria & Project Rating

(See Application Part III – Pg.22, 23 Transportation Services)

## SECTION – IV

Service Effectiveness

Determination that existing fleet is fully utilized (days and hours, passenger trips and service area) including usage of vehicle(s) by another agency through a coordination plan.

*Round to the nearest whole number.*

Number of vehicle service hours per week	<b>Existing transportation provider:</b> Total service hours per week divided by number of vehicles (excluding vehicles in back up service):		<b>OR</b>	$(\text{Tot Col 10} \times \text{B}) \div (\# \text{ veh} - \text{BK}(\text{Col 7}))$	SCORE
	<b>First-time transportation provider:</b> Total projected service hours per week divided by number of vehicles (excluding vehicles in back up service):				
	Over 36 hours per week = 10 35 to 36 = 9 33 to 34 = 8 31 to 32 = 7 29 to 30 = 6	<b>Tot Col 5 ÷ # veh</b>	27 to 28 = 5 25 to 26 = 4 23 to 24 = 3 20 to 22 = 2 0-19 hours per week = 0		
Productivity	<b>AND Existing transportation provider:</b> Sum of the total one-way passenger trips per day divided by total service hours per day (excluding backup service):		<b>OR</b>	$\text{Tot Col 11} \div \text{Tot Col 10}$	SCORE
	<b>First-time transportation provider:</b> Projected number of daily one-way passenger trips divided by total vehicle service hours:				
	Over 8 passengers per service hour = 10 7 to 8 = 8 5 to 6 = 6	<b>Tot Col 6 ÷ Tot Col 4</b>	3 to 4 = 4 1 to 2 = 2 no passenger per service hour = 0		
Number of vehicle miles driven per day	<b>AND Existing transportation provider:</b> Total miles per day divided by number of vehicles (excluding backup vehicles):		<b>OR</b>	$\text{Question A} \div \# \text{ veh}$	SCORE
	<b>First-time transportation provider:</b> Projected number of miles for requested vehicle per day:				
	Over 102 miles per vehicle = 10 95 to 102 = 9 87 to 94 = 8 79 to 86 = 7 71 to 78 = 6 63 to 70 = 5	<b>Average of Col 7</b>	55 to 62 = 4 47 to 54 = 3 39 to 46 = 2 30 to 38 = 1 0-29 miles per vehicle = 0		
<b>Additional Points Possible -Total cannot exceed 30 points</b>					
Percent of wheelchair or lift users	<b>Existing transportation provider:</b> Current wheelchair/lift users as a percentage of current total users:		<b>OR</b>	$\text{Question C}$	SCORE
	<b>New or expanded transportation provider:</b> Projected wheelchair/lift users as a percentage of current total users:				
	More than 65% = 10 61 to 65% = 9 56 to 60% = 8 51 to 55% = 7 46 to 50% = 6	<b>Question D</b>	41 to 45% = 5 36 to 40% = 4 31 to 35% = 3 26 to 30% = 2 20 to 25% = 1 0-19% = 0		
				<b>Total Score</b> <b>Maximum 30</b>	

## Project Rating Worksheet

Agency: Alzheimer's Services of the East Bay RTPA: Alameda County Paratransit Coordinating Council

	Project Request	If Replacement Vehicle - VIN	Sect 1 (Max 32pts)	Sect II (Max 18pts)	Sect III (Max 20pts)	Sect IV (Max 30pts)	Total (Max 100pts)
1	Small Bus (Ford or GM) 8 AP; 2 Wheelchair (WC)*	63071					
2	Small Bus (Ford or GM) 8 AP; 2 Wheelchair (WC)*	25106					
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							





FTA Section 5310  
Elderly & Disabled Specialized Transit

**Quantitative Scoring  
& Project Rating Worksheets**

**CONTENTS**

		Page	Maximum Points
<b>Section I</b>	Ability of Applicant .....	2	32
<b>Section II</b>	Coordination Planning .....	3	18
	Coordinated Plan Requirements (12 pts)		
	Coordination - Use of Vehicles/Equipment (6 points)		
<b>Section III</b>	Transportation Service .....		20
	Replacement.....	4	
	Service Expansion.....	5	
	Other Equipment.....	6	
<b>Section IV</b>	Service Effectiveness .....	7	30
	Project Scoring Form .....	8	
Maximum Total Per Requested Project			100

Scored by: (RTPA Name and Phone Number)

Alameda County Paratransit Coordination Council (510) 208-7469

Agency submitting Application:

Bay Area Outreach and Recreation Program

Signature of Person Verifying Eligibility of Applicant and Scoring

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 15-18)

Evidence of an applicant's experience and history of providing efficient and effective transit services.

## SECTION – I Ability of Applicant

Score

<p><b>1a.</b> Applicant has experience providing existing specialized transportation services for elderly or individuals with disabilities for:</p> <p style="text-align: right;">More than 5 years = 4 ____ 3 to 5 years = 3 ____ 1 to &lt; 3 years = 2 ____ Less than 1 year = 0 ____</p> <p style="text-align: center;"><b>OR</b></p> <p><b>1b.</b> Applicant has experience in providing social services (non-transportation) for elderly or individuals with disabilities:</p> <p style="text-align: right;">Applicant demonstrates support from the local RTPA or CTSA (attach letter) = 2 ____ And applicant has provided social services for More than 3 years = 2 ____ 1 to 3 years = 1 ____ Less than 1 year = 0 ____</p>	
<p><b>Scoring criteria for the following questions:</b> 0 = Does not address question 1 = Addresses question without attaching relevant documentation. 2 = Addresses question completely and attaches relevant documentation</p> <div style="border: 1px solid black; padding: 5px; text-align: center;"><b>Questions 10-12 do not require attachments</b></div>	
<p><b>2. Driver training program:</b> New and continuing driver training, including classroom and road testing = 2 ____ Sensitivity Training, Emergency Preparedness, First Aid, and CPR = 2 ____</p> <p><b>3. Dispatching Plan:</b> Description of dispatching plan with ongoing training = 2 ____</p> <p><b>4. Maintenance plan including the following:</b> Daily Pre- and post- trip inspection description with inspection forms = 2 ____ Preventative and routine maintenance description, with maintenance schedule and forms = 2 ____ Contingency plans for when equipment is not available for service = 2 ____</p> <p><b>5. California Highway Patrol (CHP) Inspections</b> Inclusion of satisfactory CHP or Caltrans inspection or documentation that such an inspection is not required = 2 ____</p> <p><b>Annual Budget/Fund Sources:</b> 6. Agency describes other funding received or why other funding is not available = 2 ____ 7. Qualified audit for agency included with no instances of non-compliance = 2 ____</p> <p><b>Emergency Operations and Response Planning:</b> 8. Emergency planning and drill activities, and county coordination. = 2 ____ 9. Identified available accessible vehicles (including capacity) to the county for use in emergency evacuations. = 2 ____</p> <p><b>Proposed Budget for Transportation Program:</b> 10. All sources of estimated income are identified for proposed project. = 2 ____ 11. Budget for applicant agency includes prior, current, and budget year. = 2 ____ 12. Appropriate funding source for local match is identified. = 2 ____</p>	
<b>Total Points Maximum 32</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 19 and 20)

## SECTION – II Coordination Planning

0 – Does not address question and/or does not include Coordinated Plan section or page number

3 – Addresses question & indicated Coordinated Plan section and/or page number

### COORDINATED PLAN REQUIREMENTS Maximum 12 points (3 points per question)

<p><b>Element 1:</b> <i>An assessment of available services that identifies current transportation providers (public, private, and non-profit).</i></p> <p>1. Generally describes available non-profit, public transit or Paratransit, including fixed route, dial-a-ride, and ADA complementary Paratransit services as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 2:</b> <i>An assessment of transportation needs for individuals with disabilities, older adult. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.</i></p> <p>2. Describes transportation needs of individuals with disabilities or elderly individuals to be served by the proposed project as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 3:</b> <i>Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.</i></p> <p>3. Identifies coordination strategies activities and/or efficiencies by name. Accurately describes <u>how this project addresses strategies, activities and/or efficiencies</u>. Includes section and/or page number of Coordinated Plan.</p>	
<p><b>Element 4:</b> <i>Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.</i></p> <p>4. Identifies the Coordinated Plan's implementation priorities. Accurately describes <u>how this project addresses them</u>. Includes section and/or page number of Coordinated Plan.</p>	
<b>Total Planning Score Maximum 12</b>	

### COORDINATION – USE OF VEHICLES/EQUIPMENT Maximum 6 points (3 points each)

(See Application Part III – Pg. 21) Verify required letters are attached for 1 and 2 or 3.

<p>1. Clearly describes how vehicles, equipment or services in agency's <b>existing</b> fleet are used to provide coordinated service for another agency's clients or how these vehicles are shared with another agency(s).</p>	
<p>2. Clearly describes plan for coordinating use of <b>requested</b> vehicle(s) or equipment. (1 point per type of coordination or sharing of resources, up to 3 points.) Examples:</p> <ul style="list-style-type: none"> <li>• Shared use of vehicles</li> <li>• Dispatching or scheduling</li> <li>• Maintenance</li> <li>• Back up transportation</li> <li>• Staff training programs</li> <li>• Joint procurement of services and supplies from funding sources other than Section 5310</li> <li>• Active participation in local social service transportation planning process</li> <li>• Coordination of client trip(s) with other transportation agencies</li> <li>• Other – please describe</li> </ul>	
OR	
<p>3. Clearly identifies attempts the agency has made to coordinate. Explains why coordinating isn't possible. Provides supporting documentation letter from CTSA or RTPA confirming that no opportunities for coordination currently exist for requested equipment.</p>	
<b>Total Coordination of Vehicles Score Maximum 6</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 22 Existing Services)

## SECTION – III

### Existing Transportation Services

**REPLACEMENT** – Vehicles to be replaced that are currently in Active Service.

#### VEHICLE USEFUL LIFE CRITERIA

TYPE OF VEHICLE	EXISTING VEHICLE MILES AND AGE	SCORE
<b>Minivan, Modified Van</b>	175,000 to 200,000 or 8 years	..... 20
	150,000 to 174,999 or 7 years	..... 15
	125,000 to 149,999 or 6 years	..... 10
	100,00 to 124,999 or 5 years	..... 5
	Less than 100,000 miles or 4 years old not eligible	..... 0
<b>Bus Type I, IA, IB, II, III</b> [I, IA, IB = Small (approx. 259" - 256") II = Medium (approx. 258" – 264") III = Large (approx. 300" )]	225,000 - 250,000 or 9 years	..... 20
	200,000 – 224,999 or 8 years	..... 15
	175,000 – 199,999 or 7 years	..... 10
	150,000 – 174,999 or 6 years	..... 5
	Less than 150,000 or 5 years not eligible	..... 0
<b>Bus Type VII</b> (Larger (approx. 320" – 381"))	275,000 – 300,000 or 11 years	..... 20
	250,000 – 274,999 or 10 years	..... 15
	225,000 – 249,999 or 9 years	..... 10
	200,000 – 224,999 or 8 years	..... 5
	Less than 200,000 or 7 years not eligible	..... 0
<b>Bus Type VIII</b> (Largest (approx. 312" – 364"))	425,000 – 449,999 or 14 years	..... 20
	400,000 – 424,999 or 13 years	..... 15
	375,000 – 399,999 or 12 years	..... 10
	350,000 – 374,999 or 11 years	..... 5
	Less than 350,000 or 10 years not eligible	..... 0

**Replacement:** Determination that an applicant's vehicle needs to be replaced in order to continue its existing transportation services. For each new vehicle requested a vehicle currently in **active service** will be removed and sold or placed into backup service. Sedans and SUV's are no longer eligible as replacement vehicles.

**Active Service:** Vehicle is providing service throughout the agency's normal days and hours of operation.

**Excessive Maintenance:** Vehicle does not meet minimum useful life but needs to be replaced due to excessive maintenance. Requests must have prior approval from Branch Chief of the Elderly and Disabled Specialized Transit Program.

Column 2

Column 4

Column 3

Use the chart below to score each replacement vehicle.

Maximum 20 points each

Type of Vehicle	VIN - last 5 numbers	Disposition: Sell or Backup	Mileage	Age	Score

\* If requesting new system (base station and mobile radios) score under **Other Equipment**.

**Quantitative Scoring & Project Rating**

(See Application Part III – Pg. 23 Proposed Services)

**SECTION – III****Proposed Transportation Services**

**NEW OR SERVICE EXPANSION – Determination that requested additional equipment would be fully utilized (days and hours, passenger trips, service area) including usage of vehicle by another agency through a coordination plan.**

**Use the chart below to score each new or service expansion vehicle.**

*Round to the nearest whole number.*

Score

Projected service hours per week to be provided with requested vehicle will increase total existing service hours by:			
> 38 = 7 points	27 to 29 = 3	Column 5	
36 to 38 = 6	24 to 26 = 2		
33 to 35 = 5	20 to 23 = 1		
30 to 32 = 4	< 20 hours = 0 points		
<b>AND</b> Projected number of daily one-way <b>Passenger Trips</b> divided by Proposed total vehicle service hours:			
> 7 per service hour = 7 points	4 = 3	Column 6 ÷ 4	
7 = 6	3 = 2		
6 = 5	2 = 1		
5 = 4	< 2 per service hour = 0 points		
<b>AND</b> Projected number of miles for proposed vehicle per day is:			
> 105 miles per vehicle = 6 points		Column 7	
91 to 105 = 5	46 to 60 = 2		
76 to 90 = 4	30 to 45 = 1		
61 to 75 = 3	< 30 miles per vehicle = 0 points		

Maximum 20 Points

Proposed New or SE Vehicle	Total Score Each Vehicle
Large Bus 16 AP; 2 WC*	

**OTHER EQUIPMENT - Determination that ancillary equipment will provide critical support to the applicant's transportation program.**

Use the chart below to score each equipment request.

Criteria	Points	Score
1. Equipment will coordinate fleet of <b>10 or more</b> vehicles (app. page 22 or 23)		
10 or more	15	
9	13	
8	11	
7	9	
6	7	
5	5	
4	3	
1-3 vehicles	1	

2. Applicant is currently using manual system for scheduling, vehicle tracking, etc. And/or has no dispatch communication equipment. (Application page 14)	5	
OR		
3. Applicant needs to replace inadequate equipment to improve efficiency. (Application page 14)		
More than 5 years	5	
3 to 5 years	3	
Less than 3 years	0	
	Total(Maximum 20)	

**Other Equipment:** - Computer system, Software, Maintenance equipment, Communication system or other.

Describe and Score **each** request

Maximum Points 20

Equipment Requested	Score

**Quantitative Scoring Criteria & Project Rating**  
(See Application Part III – Pg.22, 23 Transportation Services)

**SECTION – IV**  
Service Effectiveness

Determination that existing fleet is fully utilized (days and hours, passenger trips and service area) including usage of vehicle(s) by another agency through a coordination plan.

*Round to the nearest whole number.*

Number of vehicle service hours per week	<b>Existing transportation provider:</b> Total service hours per week divided by number of vehicles (excluding vehicles in back up service):		<b>OR</b> $(\text{Tot Col 10} \times B) \div (\# \text{ veh} - \text{BK}(\text{Col 7}))$		SCORE
	<b>First-time transportation provider:</b> Total projected service hours per week divided by number of vehicles (excluding vehicles in back up service):				
	Over 36 hours per week = 10	Tot Col 5 ÷ # veh	27 to 28 = 5		
	35 to 36 = 9		25 to 26 = 4		
	33 to 34 = 8		23 to 24 = 3		
	31 to 32 = 7		20 to 22 = 2		
	29 to 30 = 6		0-19 hours per week = 0		
Productivity	<b>AND Existing transportation provider:</b> Sum of the total one-way passenger trips per day divided by total service hours per day (excluding backup service):		<b>OR</b> $\text{Tot Col 11} \div \text{Tot Col 10}$		SCORE
	<b>First-time transportation provider:</b> Projected number of daily one-way passenger trips divided by total vehicle service hours:				
	Over 8 passengers per service hour = 10	Tot Col 6 ÷ Tot Col 4	3 to 4 = 4		
	7 to 8 = 8		1 to 2 = 2		
	5 to 6 = 6		no passenger per service hour = 0		
Number of vehicle miles driven per day	<b>AND Existing transportation provider:</b> Total miles per day divided by number of vehicles (excluding backup vehicles):		<b>OR</b> $\text{Question A} \div \# \text{ veh}$		SCORE
	<b>First-time transportation provider:</b> Projected number of miles for requested vehicle per day:				
	Over 102 miles per vehicle = 10	Average of Col 7	55 to 62 = 4		
	95 to 102 = 9		47 to 54 = 3		
	87 to 94 = 8		39 to 46 = 2		
	79 to 86 = 7		30 to 38 = 1		
	71 to 78 = 6		0-29 miles per vehicle = 0		
	63 to 70 = 5				
<b>Additional Points Possible -Total cannot exceed 30 points</b>					
Percent of wheelchair or lift users	<b>Existing transportation provider:</b> Current wheelchair/lift users as a percentage of current total users:		<b>OR</b> $\text{Question C}$		SCORE
	<b>New or expanded transportation provider:</b> Projected wheelchair/lift users as a percentage of current total users:				
	More than 65% = 10	Question D	41 to 45% = 5		
	61 to 65% = 9		36 to 40% = 4		
	56 to 60% = 8		31 to 35% = 3		
	51 to 55% = 7		26 to 30% = 2		
	46 to 50% = 6		20 to 25% = 1		
			0-19% = 0		
			<b>Total Score</b>		
			<b>Maximum 30</b>		

## Project Rating Worksheet

Agency: Bay Area Outreach and Recreation Program RTPA: Alameda County Paratransit Coordinating Council

	Project Request	If Replacement Vehicle - VIN	Sect 1 (Max 32pts)	Sect II (Max 18pts)	Sect III (Max 20pts)	Sect IV (Max 30pts)	Total (Max 100pts)
1	Large Bus 16 AP; 2 WC*	N/A					
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							





FTA Section 5310  
Elderly & Disabled Specialized Transit

**Quantitative Scoring  
& Project Rating Worksheets**

**CONTENTS**

		Page	Maximum Points
<b>Section I</b>	Ability of Applicant .....	2	32
<b>Section II</b>	Coordination Planning .....	3	18
	Coordinated Plan Requirements (12 pts)		
	Coordination - Use of Vehicles/Equipment (6 points)		
<b>Section III</b>	Transportation Service .....		20
	Replacement.....	4	
	Service Expansion.....	5	
	Other Equipment.....	6	
<b>Section IV</b>	Service Effectiveness .....	7	30
	Project Scoring Form .....	8	
Maximum Total Per Requested Project			100

Scored by: (RTPA Name and Phone Number)

Alameda County Paratransit Coordination Council (510) 208-7469

Agency submitting Application:

Center for Elders' Independence

Signature of Person Verifying Eligibility of Applicant and Scoring

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 15-18)

Evidence of an applicant's experience and history of providing efficient and effective transit services.

## SECTION – I Ability of Applicant

Score

<p><b>1a.</b> Applicant has experience providing existing specialized transportation services for elderly or individuals with disabilities for:</p> <p style="text-align: right;">More than 5 years = 4 ____ 3 to 5 years = 3 ____ 1 to &lt; 3 years = 2 ____ Less than 1 year = 0 ____</p> <p style="text-align: center;"><b>OR</b></p> <p><b>1b.</b> Applicant has experience in providing social services (non-transportation) for elderly or individuals with disabilities:</p> <p style="text-align: right;">Applicant demonstrates support from the local RTPA or CTSA (attach letter) = 2 ____ And applicant has provided social services for More than 3 years = 2 ____ 1 to 3 years = 1 ____ Less than 1 year = 0 ____</p>	
<p><b>Scoring criteria for the following questions:</b> 0 = Does not address question 1 = Addresses question without attaching relevant documentation. 2 = Addresses question completely and attaches relevant documentation</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Questions 10-12 do not require attachments</div>
<p><b>2. Driver training program:</b> New and continuing driver training, including classroom and road testing = 2 ____ Sensitivity Training, Emergency Preparedness, First Aid, and CPR = 2 ____</p> <p><b>3. Dispatching Plan:</b> Description of dispatching plan with ongoing training = 2 ____</p> <p><b>4. Maintenance plan including the following:</b> Daily Pre- and post- trip inspection description with inspection forms = 2 ____ Preventative and routine maintenance description, with maintenance schedule and forms = 2 ____ Contingency plans for when equipment is not available for service = 2 ____</p> <p><b>5. California Highway Patrol (CHP) Inspections</b> Inclusion of satisfactory CHP or Caltrans inspection or documentation that such an inspection is not required = 2 ____</p> <p><b>Annual Budget/Fund Sources:</b> 6. Agency describes other funding received or why other funding is not available = 2 ____ 7. Qualified audit for agency included with no instances of non-compliance = 2 ____</p> <p><b>Emergency Operations and Response Planning:</b> 8. Emergency planning and drill activities, and county coordination. = 2 ____ 9. Identified available accessible vehicles (including capacity) to the county for use in emergency evacuations. = 2 ____</p> <p><b>Proposed Budget for Transportation Program:</b> 10. All sources of estimated income are identified for proposed project. = 2 ____ 11. Budget for applicant agency includes prior, current, and budget year. = 2 ____ 12. Appropriate funding source for local match is identified. = 2 ____</p>	
<b>Total Points Maximum 32</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 19 and 20)

## SECTION – II Coordination Planning

0 – Does not address question and/or does not include Coordinated Plan section or page number

3 – Addresses question & indicated Coordinated Plan section and/or page number

### COORDINATED PLAN REQUIREMENTS Maximum 12 points (3 points per question)

<p><b>Element 1:</b> <i>An assessment of available services that identifies current transportation providers (public, private, and non-profit).</i></p> <p>1. Generally describes available non-profit, public transit or Paratransit, including fixed route, dial-a-ride, and ADA complementary Paratransit services as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 2:</b> <i>An assessment of transportation needs for individuals with disabilities, older adult. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.</i></p> <p>2. Describes transportation needs of individuals with disabilities or elderly individuals to be served by the proposed project as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 3:</b> <i>Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.</i></p> <p>3. Identifies coordination strategies activities and/or efficiencies by name. Accurately describes <u>how this project addresses strategies, activities and/or efficiencies</u>. Includes section and/or page number of Coordinated Plan.</p>	
<p><b>Element 4:</b> <i>Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.</i></p> <p>4. Identifies the Coordinated Plan's implementation priorities. Accurately describes <u>how this project addresses them</u>. Includes section and/or page number of Coordinated Plan.</p>	
<b>Total Planning Score Maximum 12</b>	

### COORDINATION – USE OF VEHICLES/EQUIPMENT Maximum 6 points (3 points each)

(See Application Part III – Pg. 21) Verify required letters are attached for 1 and 2 or 3.

<p>1. Clearly describes how vehicles, equipment or services in agency's <b>existing</b> fleet are used to provide coordinated service for another agency's clients or how these vehicles are shared with another agency(s).</p>	
<p>2. Clearly describes plan for coordinating use of <b>requested</b> vehicle(s) or equipment. (1 point per type of coordination or sharing of resources, up to 3 points.) Examples:</p> <ul style="list-style-type: none"> <li>• Shared use of vehicles</li> <li>• Dispatching or scheduling</li> <li>• Maintenance</li> <li>• Back up transportation</li> <li>• Staff training programs</li> <li>• Joint procurement of services and supplies from funding sources other than Section 5310</li> <li>• Active participation in local social service transportation planning process</li> <li>• Coordination of client trip(s) with other transportation agencies</li> <li>• Other – please describe</li> </ul>	
OR	
<p>3. Clearly identifies attempts the agency has made to coordinate. Explains why coordinating isn't possible. Provides supporting documentation letter from CTSA or RTPA confirming that no opportunities for coordination currently exist for requested equipment.</p>	
<b>Total Coordination of Vehicles Score Maximum 6</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 22 Existing Services)

## SECTION – III

### Existing Transportation Services

**REPLACEMENT** – Vehicles to be replaced that are currently in Active Service.

#### VEHICLE USEFUL LIFE CRITERIA

TYPE OF VEHICLE	EXISTING VEHICLE MILES AND AGE	SCORE
<b>Minivan, Modified Van</b>	175,000 to 200,000 or 8 years	..... 20
	150,000 to 174,999 or 7 years	..... 15
	125,000 to 149,999 or 6 years	..... 10
	100,00 to 124,999 or 5 years	..... 5
	Less than 100,000 miles or 4 years old not eligible	..... 0
<b>Bus Type I, IA, IB, II, III</b> [I, IA, IB = Small (approx. 259" - 256") II = Medium (approx. 258" – 264") III = Large (approx. 300" )]	225,000 - 250,000 or 9 years	..... 20
	200,000 – 224,999 or 8 years	..... 15
	175,000 – 199,999 or 7 years	..... 10
	150,000 – 174,999 or 6 years	..... 5
	Less than 150,000 or 5 years not eligible	..... 0
<b>Bus Type VII</b> (Larger (approx. 320" – 381"))	275,000 – 300,000 or 11 years	..... 20
	250,000 – 274,999 or 10 years	..... 15
	225,000 – 249,999 or 9 years	..... 10
	200,000 – 224,999 or 8 years	..... 5
	Less than 200,000 or 7 years not eligible	..... 0
<b>Bus Type VIII</b> (Largest (approx. 312" – 364"))	425,000 – 449,999 or 14 years	..... 20
	400,000 – 424,999 or 13 years	..... 15
	375,000 – 399,999 or 12 years	..... 10
	350,000 – 374,999 or 11 years	..... 5
	Less than 350,000 or 10 years not eligible	..... 0

**Replacement:** Determination that an applicant's vehicle needs to be replaced in order to continue its existing transportation services. For each new vehicle requested a vehicle currently in **active service** will be removed and sold or placed into backup service. Sedans and SUV's are no longer eligible as replacement vehicles.

**Active Service:** Vehicle is providing service throughout the agency's normal days and hours of operation.

**Excessive Maintenance:** Vehicle does not meet minimum useful life but needs to be replaced due to excessive maintenance. Requests must have prior approval from Branch Chief of the Elderly and Disabled Specialized Transit Program.

Column 2

Column 4

Column 3

Use the chart below to score each replacement vehicle.

Maximum 20 points each

Type of Vehicle	VIN - last 5 numbers	Disposition: Sell or Backup	Mileage	Age	Score

\* If requesting new system (base station and mobile radios) score under **Other Equipment**.

**Quantitative Scoring & Project Rating**

(See Application Part III – Pg. 23 Proposed Services)

**SECTION – III****Proposed Transportation Services**

**NEW OR SERVICE EXPANSION – Determination that requested additional equipment would be fully utilized (days and hours, passenger trips, service area) including usage of vehicle by another agency through a coordination plan.**

**Use the chart below to score each new or service expansion vehicle.**

*Round to the nearest whole number.*

Score

Projected service hours per week to be provided with requested vehicle will increase total existing service hours by:			
> 38 = 7 points	27 to 29 = 3	Column 5	
36 to 38 = 6	24 to 26 = 2		
33 to 35 = 5	20 to 23 = 1		
30 to 32 = 4	< 20 hours = 0 points		
<b>AND</b> Projected number of daily one-way <b>Passenger Trips</b> divided by Proposed total vehicle service hours:			
> 7 per service hour = 7 points	4 = 3	Column 6 ÷ 4	
7 = 6	3 = 2		
6 = 5	2 = 1		
5 = 4	< 2 per service hour = 0 points		
<b>AND</b> Projected number of miles for proposed vehicle per day is:			
> 105 miles per vehicle = 6 points		Column 7	
91 to 105 = 5	46 to 60 = 2		
76 to 90 = 4	30 to 45 = 1		
61 to 75 = 3	< 30 miles per vehicle = 0 points		

Maximum 20 Points

Proposed New or SE Vehicle	Total Score Each Vehicle
Medium Bus (Ford or GM) 12 AP; 2 WC* - 1	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 2	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 3	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 4	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 5	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 6	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 7	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 8	

**Quantitative Scoring & Project Rating**  
(See Application Part III – Pg. 24 Other Equipment)

**SECTION – III**

**OTHER EQUIPMENT - Determination that ancillary equipment will provide critical support to the applicant's transportation program.**

Use the chart below to score each equipment request.

Criteria	Points	Score
1. Equipment will coordinate fleet of <b>10 or more</b> vehicles (app. page 22 or 23)		
10 or more	15	
9	13	
8	11	
7	9	
6	7	
5	5	
4	3	
1-3 vehicles	1	

2. Applicant is currently using manual system for scheduling, vehicle tracking, etc. And/or has no dispatch communication equipment. (Application page 14)	5	
OR		
3. Applicant needs to replace inadequate equipment to improve efficiency. (Application page 14)		
More than 5 years	5	
3 to 5 years	3	
Less than 3 years	0	
	Total(Maximum 20)	

**Other Equipment:** - Computer system, Software, Maintenance equipment, Communication system or other.

Describe and Score **each** request

Maximum Points 20

Equipment Requested	Score
Mobile Radio (Qty. 8)	

**Quantitative Scoring Criteria & Project Rating**  
(See Application Part III – Pg.22, 23 Transportation Services)

**SECTION – IV**  
Service Effectiveness

Determination that existing fleet is fully utilized (days and hours, passenger trips and service area) including usage of vehicle(s) by another agency through a coordination plan.

*Round to the nearest whole number.*

Number of vehicle service hours per week	<b>Existing transportation provider:</b> Total service hours per week divided by number of vehicles (excluding vehicles in back up service):		<b>OR</b> $(\text{Tot Col 10} \times \text{B}) \div (\# \text{ veh} - \text{BK}(\text{Col 7}))$		SCORE
	<b>First-time transportation provider:</b> Total projected service hours per week divided by number of vehicles (excluding vehicles in back up service):				
	Over 36 hours per week = 10	Tot Col 5 ÷ # veh	27 to 28 = 5		
	35 to 36 = 9		25 to 26 = 4		
	33 to 34 = 8		23 to 24 = 3		
	31 to 32 = 7		20 to 22 = 2		
	29 to 30 = 6		0-19 hours per week = 0		
Productivity	<b>AND Existing transportation provider:</b> Sum of the total one-way passenger trips per day divided by total service hours per day (excluding backup service):		<b>OR</b> $\text{Tot Col 11} \div \text{Tot Col 10}$		SCORE
	<b>First-time transportation provider:</b> Projected number of daily one-way passenger trips divided by total vehicle service hours:				
	Over 8 passengers per service hour = 10	Tot Col 6 ÷ Tot Col 4	3 to 4 = 4		
	7 to 8 = 8		1 to 2 = 2		
	5 to 6 = 6		no passenger per service hour = 0		
Number of vehicle miles driven per day	<b>AND Existing transportation provider:</b> Total miles per day divided by number of vehicles (excluding backup vehicles):		<b>OR</b> $\text{Question A} \div \# \text{ veh}$		SCORE
	<b>First-time transportation provider:</b> Projected number of miles for requested vehicle per day:				
	Over 102 miles per vehicle = 10	Average of Col 7	55 to 62 = 4		
	95 to 102 = 9		47 to 54 = 3		
	87 to 94 = 8		39 to 46 = 2		
	79 to 86 = 7		30 to 38 = 1		
	71 to 78 = 6		0-29 miles per vehicle = 0		
	63 to 70 = 5				
<b>Additional Points Possible -Total cannot exceed 30 points</b>					
Percent of wheelchair or lift users	<b>Existing transportation provider:</b> Current wheelchair/lift users as a percentage of current total users:		<b>OR</b> $\text{Question C}$		SCORE
	<b>New or expanded transportation provider:</b> Projected wheelchair/lift users as a percentage of current total users:				
	More than 65% = 10	Question D	41 to 45% = 5		
	61 to 65% = 9		36 to 40% = 4		
	56 to 60% = 8		31 to 35% = 3		
	51 to 55% = 7		26 to 30% = 2		
	46 to 50% = 6		20 to 25% = 1		
			0-19% = 0		
				<b>Total Score</b> Maximum 30	

## Project Rating Worksheet

Agency: Center for Elders' Independence RTPA: Alameda County Paratransit Coordinating Council

	Project Request	If Replacement Vehicle - VIN	Sect 1 (Max 32pts)	Sect II (Max 18pts)	Sect III (Max 20pts)	Sect IV (Max 30pts)	Total (Max 100pts)
1	Medium Bus (Ford or GM) 12 AP; 2 WC* - 1	N/A					
2	Medium Bus (Ford or GM) 12 AP; 2 WC* - 2	N/A					
3	Medium Bus (Ford or GM) 12 AP; 2 WC* - 3	N/A					
4	Medium Bus (Ford or GM) 12 AP; 2 WC* - 4	N/A					
5	Medium Bus (Ford or GM) 12 AP; 2 WC* - 5	N/A					
6	Medium Bus (Ford or GM) 12 AP; 2 WC* - 6	N/A					
7	Medium Bus (Ford or GM) 12 AP; 2 WC* - 7	N/A					
8	Medium Bus (Ford or GM) 12 AP; 2 WC* - 8	N/A					
9	Mobile Radio (Qty. 8)	N/A					
10							
11							
12							
13							





FTA Section 5310  
Elderly & Disabled Specialized Transit

**Quantitative Scoring  
& Project Rating Worksheets**

**CONTENTS**

		Page	Maximum Points
<b>Section I</b>	Ability of Applicant .....	2	32
<b>Section II</b>	Coordination Planning .....	3	18
	Coordinated Plan Requirements (12 pts)		
	Coordination - Use of Vehicles/Equipment (6 points)		
<b>Section III</b>	Transportation Service .....		20
	Replacement.....	4	
	Service Expansion.....	5	
	Other Equipment.....	6	
<b>Section IV</b>	Service Effectiveness .....	7	30
	Project Scoring Form .....	8	
Maximum Total Per Requested Project			100

Scored by: (RTPA Name and Phone Number)

Alameda County Paratransit Coordination Council (510) 208-7469

Agency submitting Application:

Friends of Children with Special Needs

Signature of Person Verifying Eligibility of Applicant and Scoring

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 15-18)

Evidence of an applicant's experience and history of providing efficient and effective transit services.

## SECTION – I Ability of Applicant

Score

<p><b>1a.</b> Applicant has experience providing existing specialized transportation services for elderly or individuals with disabilities for:</p> <p style="text-align: right;">More than 5 years = 4 ____ 3 to 5 years = 3 ____ 1 to &lt; 3 years = 2 ____ Less than 1 year = 0 ____</p> <p style="text-align: center;"><b>OR</b></p> <p><b>1b.</b> Applicant has experience in providing social services (non-transportation) for elderly or individuals with disabilities:</p> <p style="text-align: right;">Applicant demonstrates support from the local RTPA or CTSA (attach letter) = 2 ____ And applicant has provided social services for More than 3 years = 2 ____ 1 to 3 years = 1 ____ Less than 1 year = 0 ____</p>	
<p><b>Scoring criteria for the following questions:</b> 0 = Does not address question 1 = Addresses question without attaching relevant documentation. 2 = Addresses question completely and attaches relevant documentation</p>	<div style="border: 1px solid black; padding: 5px; text-align: center;">Questions 10-12 do not require attachments</div>
<p><b>2. Driver training program:</b> New and continuing driver training, including classroom and road testing = 2 ____ Sensitivity Training, Emergency Preparedness, First Aid, and CPR = 2 ____</p> <p><b>3. Dispatching Plan:</b> Description of dispatching plan with ongoing training = 2 ____</p> <p><b>4. Maintenance plan including the following:</b> Daily Pre- and post- trip inspection description with inspection forms = 2 ____ Preventative and routine maintenance description, with maintenance schedule and forms = 2 ____ Contingency plans for when equipment is not available for service = 2 ____</p> <p><b>5. California Highway Patrol (CHP) Inspections</b> Inclusion of satisfactory CHP or Caltrans inspection or documentation that such an inspection is not required = 2 ____</p> <p><b>Annual Budget/Fund Sources:</b> 6. Agency describes other funding received or why other funding is not available = 2 ____ 7. Qualified audit for agency included with no instances of non-compliance = 2 ____</p> <p><b>Emergency Operations and Response Planning:</b> 8. Emergency planning and drill activities, and county coordination. = 2 ____ 9. Identified available accessible vehicles (including capacity) to the county for use in emergency evacuations. = 2 ____</p> <p><b>Proposed Budget for Transportation Program:</b> 10. All sources of estimated income are identified for proposed project. = 2 ____ 11. Budget for applicant agency includes prior, current, and budget year. = 2 ____ 12. Appropriate funding source for local match is identified. = 2 ____</p>	
<b>Total Points Maximum 32</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 19 and 20)

## SECTION – II Coordination Planning

0 – Does not address question and/or does not include Coordinated Plan section or page number

3 – Addresses question & indicated Coordinated Plan section and/or page number

### COORDINATED PLAN REQUIREMENTS Maximum 12 points (3 points per question)

<p><b>Element 1:</b> <i>An assessment of available services that identifies current transportation providers (public, private, and non-profit).</i></p> <p>1. Generally describes available non-profit, public transit or Paratransit, including fixed route, dial-a-ride, and ADA complementary Paratransit services as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 2:</b> <i>An assessment of transportation needs for individuals with disabilities, older adult. This assessment can be based on the experiences and perceptions of the planning partners or on more sophisticated data collection efforts, and gaps in service.</i></p> <p>2. Describes transportation needs of individuals with disabilities or elderly individuals to be served by the proposed project as contained in the Coordinated Plan by section and/or page number.</p>	
<p><b>Element 3:</b> <i>Strategies, activities, and/or projects to address the identified gaps between current services and needs, as well as opportunities to achieve efficiencies in service delivery.</i></p> <p>3. Identifies coordination strategies activities and/or efficiencies by name. Accurately describes <u>how this project addresses strategies, activities and/or efficiencies</u>. Includes section and/or page number of Coordinated Plan.</p>	
<p><b>Element 4:</b> <i>Priorities for implementation based on resources (from multiple program sources), time, and feasibility for implementing specific strategies and/or activities identified.</i></p> <p>4. Identifies the Coordinated Plan's implementation priorities. Accurately describes <u>how this project addresses them</u>. Includes section and/or page number of Coordinated Plan.</p>	
<b>Total Planning Score Maximum 12</b>	

### COORDINATION – USE OF VEHICLES/EQUIPMENT Maximum 6 points (3 points each)

(See Application Part III – Pg. 21) Verify required letters are attached for 1 and 2 or 3.

<p>1. Clearly describes how vehicles, equipment or services in agency's <b>existing</b> fleet are used to provide coordinated service for another agency's clients or how these vehicles are shared with another agency(s).</p>	
<p>2. Clearly describes plan for coordinating use of <b>requested</b> vehicle(s) or equipment. (1 point per type of coordination or sharing of resources, up to 3 points.) Examples:</p> <ul style="list-style-type: none"> <li>• Shared use of vehicles</li> <li>• Dispatching or scheduling</li> <li>• Maintenance</li> <li>• Back up transportation</li> <li>• Staff training programs</li> <li>• Joint procurement of services and supplies from funding sources other than Section 5310</li> <li>• Active participation in local social service transportation planning process</li> <li>• Coordination of client trip(s) with other transportation agencies</li> <li>• Other – please describe</li> </ul>	
OR	
<p>3. Clearly identifies attempts the agency has made to coordinate. Explains why coordinating isn't possible. Provides supporting documentation letter from CTSA or RTPA confirming that no opportunities for coordination currently exist for requested equipment.</p>	
<b>Total Coordination of Vehicles Score Maximum 6</b>	

## Quantitative Scoring & Project Rating

(See Application Part III – Pg. 22 Existing Services)

## SECTION – III

### Existing Transportation Services

**REPLACEMENT** – Vehicles to be replaced that are currently in Active Service.

#### VEHICLE USEFUL LIFE CRITERIA

TYPE OF VEHICLE	EXISTING VEHICLE MILES AND AGE	SCORE
<b>Minivan, Modified Van</b>	175,000 to 200,000 or 8 years	..... 20
	150,000 to 174,999 or 7 years	..... 15
	125,000 to 149,999 or 6 years	..... 10
	100,00 to 124,999 or 5 years	..... 5
	Less than 100,000 miles or 4 years old not eligible	..... 0
<b>Bus Type I, IA, IB, II, III</b> [I, IA, IB = Small (approx. 259" - 256") II = Medium (approx. 258" – 264") III = Large (approx. 300" )]	225,000 - 250,000 or 9 years	..... 20
	200,000 – 224,999 or 8 years	..... 15
	175,000 – 199,999 or 7 years	..... 10
	150,000 – 174,999 or 6 years	..... 5
	Less than 150,000 or 5 years not eligible	..... 0
<b>Bus Type VII</b> (Larger (approx. 320" – 381"))	275,000 – 300,000 or 11 years	..... 20
	250,000 – 274,999 or 10 years	..... 15
	225,000 – 249,999 or 9 years	..... 10
	200,000 – 224,999 or 8 years	..... 5
	Less than 200,000 or 7 years not eligible	..... 0
<b>Bus Type VIII</b> (Largest (approx. 312" – 364"))	425,000 – 449,999 or 14 years	..... 20
	400,000 – 424,999 or 13 years	..... 15
	375,000 – 399,999 or 12 years	..... 10
	350,000 – 374,999 or 11 years	..... 5
	Less than 350,000 or 10 years not eligible	..... 0

**Replacement:** Determination that an applicant's vehicle needs to be replaced in order to continue its existing transportation services. For each new vehicle requested a vehicle currently in **active service** will be removed and sold or placed into backup service. Sedans and SUV's are no longer eligible as replacement vehicles.

**Active Service:** Vehicle is providing service throughout the agency's normal days and hours of operation.

**Excessive Maintenance:** Vehicle does not meet minimum useful life but needs to be replaced due to excessive maintenance. Requests must have prior approval from Branch Chief of the Elderly and Disabled Specialized Transit Program.

Column 2

Column 4

Column 3

Use the chart below to score each replacement vehicle.

Maximum 20 points each

Type of Vehicle	VIN - last 5 numbers	Disposition: Sell or Backup	Mileage	Age	Score

\* If requesting new system (base station and mobile radios) score under **Other Equipment**.

**Quantitative Scoring & Project Rating**

(See Application Part III – Pg. 23 Proposed Services)

**SECTION – III****Proposed Transportation Services**

**NEW OR SERVICE EXPANSION – Determination that requested additional equipment would be fully utilized (days and hours, passenger trips, service area) including usage of vehicle by another agency through a coordination plan.**

**Use the chart below to score each new or service expansion vehicle.**

*Round to the nearest whole number.*

Score

Projected service hours per week to be provided with requested vehicle will increase total existing service hours by:			
> 38 = 7 points	27 to 29 = 3	Column 5	
36 to 38 = 6	24 to 26 = 2		
33 to 35 = 5	20 to 23 = 1		
30 to 32 = 4	< 20 hours = 0 points		
<b>AND</b> Projected number of daily one-way <b>Passenger Trips</b> divided by Proposed total vehicle service hours:			
> 7 per service hour = 7 points	4 = 3	Column 6 ÷ 4	
7 = 6	3 = 2		
6 = 5	2 = 1		
5 = 4	< 2 per service hour = 0 points		
<b>AND</b> Projected number of miles for proposed vehicle per day is:			
> 105 miles per vehicle = 6 points		Column 7	
91 to 105 = 5	46 to 60 = 2		
76 to 90 = 4	30 to 45 = 1		
61 to 75 = 3	< 30 miles per vehicle = 0 points		

Maximum 20 Points

Proposed New or SE Vehicle	Total Score Each Vehicle
Medium Bus (Ford or GM) 12 AP; 2 WC* - 1	
Medium Bus (Ford or GM) 12 AP; 2 WC* - 2	

**OTHER EQUIPMENT - Determination that ancillary equipment will provide critical support to the applicant's transportation program.**

Use the chart below to score each equipment request.

Criteria	Points	Score
1. Equipment will coordinate fleet of <b>10 or more</b> vehicles (app. page 22 or 23)		
10 or more	15	
9	13	
8	11	
7	9	
6	7	
5	5	
4	3	
1-3 vehicles	1	

2. Applicant is currently using manual system for scheduling, vehicle tracking, etc. And/or has no dispatch communication equipment. (Application page 14)	5	
OR		
3. Applicant needs to replace inadequate equipment to improve efficiency. (Application page 14)		
More than 5 years	5	
3 to 5 years	3	
Less than 3 years	0	
	Total(Maximum 20)	

**Other Equipment:** - Computer system, Software, Maintenance equipment, Communication system or other.

Describe and Score **each** request

Maximum Points 20

Equipment Requested	Score

**Quantitative Scoring Criteria & Project Rating**  
(See Application Part III – Pg.22, 23 Transportation Services)

**SECTION – IV**  
Service Effectiveness

Determination that existing fleet is fully utilized (days and hours, passenger trips and service area) including usage of vehicle(s) by another agency through a coordination plan.

*Round to the nearest whole number.*

Number of vehicle service hours per week	<b>Existing transportation provider:</b> Total service hours per week divided by number of vehicles (excluding vehicles in back up service): <b>OR</b> $(\text{Tot Col 10} \times \text{B}) \div (\# \text{ veh} - \text{BK}(\text{Col 7}))$		SCORE
	<b>First-time transportation provider:</b> Total projected service hours per week divided by number of vehicles (excluding vehicles in back up service): $\text{Tot Col 5} \div \# \text{ veh}$		
	Over 36 hours per week = 10 35 to 36 = 9 33 to 34 = 8 31 to 32 = 7 29 to 30 = 6	27 to 28 = 5 25 to 26 = 4 23 to 24 = 3 20 to 22 = 2 0-19 hours per week = 0	
Productivity	<b>AND Existing transportation provider:</b> Sum of the total one-way passenger trips per day divided by total service hours per day (excluding backup service): <b>OR</b> $\text{Tot Col 11} \div \text{Tot Col 10}$		SCORE
	<b>First-time transportation provider:</b> Projected number of daily one-way passenger trips divided by total vehicle service hours: $\text{Tot Col 6} \div \text{Tot Col 4}$		
	Over 8 passengers per service hour = 10 7 to 8 = 8 5 to 6 = 6	3 to 4 = 4 1 to 2 = 2 no passenger per service hour = 0	
Number of vehicle miles driven per day	<b>AND Existing transportation provider:</b> Total miles per day divided by number of vehicles (excluding backup vehicles): <b>OR</b> $\text{Question A} \div \# \text{ veh}$		SCORE
	<b>First-time transportation provider:</b> Projected number of miles for requested vehicle per day: $\text{Average of Col 7}$		
	Over 102 miles per vehicle = 10 95 to 102 = 9 87 to 94 = 8 79 to 86 = 7 71 to 78 = 6 63 to 70 = 5	55 to 62 = 4 47 to 54 = 3 39 to 46 = 2 30 to 38 = 1 0-29 miles per vehicle = 0	
<b>Additional Points Possible -Total cannot exceed 30 points</b>			
Percent of wheelchair or lift users	<b>Existing transportation provider:</b> Current wheelchair/lift users as a percentage of current total users: <b>OR</b> $\text{Question C}$		SCORE
	<b>New or expanded transportation provider:</b> Projected wheelchair/lift users as a percentage of current total users: $\text{Question D}$		
	More than 65% = 10 61 to 65% = 9 56 to 60% = 8 51 to 55% = 7 46 to 50% = 6	41 to 45% = 5 36 to 40% = 4 31 to 35% = 3 26 to 30% = 2 20 to 25% = 1 0-19% = 0	
<b>Total Score</b> Maximum 30			

## Project Rating Worksheet

Agency: Friends of Children with Special Needs RTPA: Alameda County Paratransit Coordinating Council

	Project Request	If Replacement Vehicle - VIN	Sect 1 (Max 32pts)	Sect II (Max 18pts)	Sect III (Max 20pts)	Sect IV (Max 30pts)	Total (Max 100pts)
1	Medium Bus (Ford or GM) 12 AP; 2 WC* - 1	N/A					
2	Medium Bus (Ford or GM) 12 AP; 2 WC* - 2	N/A					
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							