



# Huntsville, Alabama

308 Fountain Circle  
Huntsville, AL 35801

## Cover Memo

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**Meeting Type:** City Council Regular Meeting **Meeting Date:** 3/23/2023

**File ID:** TMP-2715

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**Department:** Public Transit

**Subject:**

**Type of Action:** Approval/Action

Resolution requesting the Mayor make application to the United States Department of Transportation, Federal Transit Administration, Grant Application No. WS00800737 for said financial assistance from Section 5339(b).

**Type of Document:** Resolution No.

**Finance Information:**

**Account Number:** 2001-54-45000-440018-00000000

**City Cost Amount:** \$1,363,959

**Total Cost:** \$6,819,797

**Special Circumstances:**

**Grant Funded:** \$5,455,838

**Grant Title - CFDA or granting Agency:** FTA 5339b

**Resolution #:** 23-

**Location: (list below)**

**Address:** N/A

**District:** District 1  District 2  District 3  District 4  District 5

**Additional Comments:**

**RESOLUTION NO. 23-**

**WHEREAS**, the United States, through the United States Department of Transportation, Federal Transit Administration, under 49 U.S.C., Chapter 32, Title 23, United States Code and other Federal statutes administered by the Federal Transit Administration offers Section 5339(b) Bus and Bus Facilities financial aid for capital projects; and

**WHEREAS**, the City of Huntsville, hereinafter referred to as the Applicant, would benefit from making application for such assistance.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of Huntsville, Alabama, that the Mayor, or his designee, in his official capacity, be, and he is hereby authorized and requested to make application to the United States Department of Transportation, Federal Transit Administration, Grant Application No. WS00800737 for said financial assistance from Section 5339(b) in an amount not to exceed Five Million Four Hundred Fifty-Five Thousand Eight Hundred Thirty Eight Dollars (\$5,455,838), of Federal Transit Authorization, with Local Match in an amount of One Million, Three Hundred Sixty Three Thousand, Nine Hundred Fifty Nine Dollars (\$1,363,959), to be used for allowable capital project expenditures for Phase 2 of the Downtown Transit Multimodal Facility Re-Design and Renovation of Operations Facility.

**ADOPTED** this the 23rd Day of March, 2023.

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President of the City Council  
City of Huntsville, Alabama

**APPROVED** this the 23rd Day of March, 2023.

\_\_\_\_\_  
Mayor of the City of Huntsville, Alabama

# FY 2023 Low or No Emission Grant Program and the Grants for Buses and Bus Facilities Competitive Program

## Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA?  Yes  No

**Is this application for:**  Low-No (FTA-2023-002-TPM-LWNO)  
**(If applying to both programs, please check both boxes)**  Buses and Bus Facilities (FTA-2023-003-TPM-BUS)

Note: If applying to both programs, applicants should enter information for both programs on this form but **Must** submit the application package including the Supplemental Form and attachments, to **Each** respective Opportunity ID on Grants.gov for each program. That is, complete one form, but submit it to both programs in Grants.gov.

### Section I. Applicant Information (NOFO Section C.1)

Organization Legal Name: City of Huntsville

FTA Recipient ID Number: 1075

Organization Chief Executive Officer: Mayor Tommy Battle, 256-427-5000  
 (name and direct phone number)

Applicant Eligibility:  Direct or Designated Recipient  
 State  
 Local Governmental Authority  
 Federally-Recognized Indian Tribe

Project Location (as of 2010 Census):  Large Urbanized Area (200,000+ people)  
 Small Urbanized Area (50,000-199,999 people)  
 Rural (less than 50,000 people)

#### Description of Service Provided and Areas Served:

The City of Huntsville is located in primary UZA 132. As of April 2020 the City had an estimated population of 215,006 in total area of 218.2 square miles. Huntsville Transit operates 14 buses on 11 fixed bus routes in the City of Huntsville (COH) with service area of 66 square miles, serving a population of 97,224. The City also operates 20 peak paratransit vehicles throughout the entire city limits, as capacity allows. The overall service ridership exceeds 2,800 passengers per day. Service operates weekdays from 5:00 a.m. to 9:00 p.m. and Saturday's from 7:00 a.m. to 7:00 p.m. three routes; and numbers are growing each month since the implementation of the Transit Expansion Plan completed January 2019.

Huntsville Transit serves many social service agencies throughout Huntsville, including the Huntsville-Madison County Senior Center, the Social Security Office, the Madison County Health Department, and the Department of Human Services. The service provides good coverage to high density housing areas, serves the area of highest concentration of elderly residents in the vicinity of Westbury Square, south of Airport Road in South Huntsville, and Parkway Place Mall. It covers the areas in North Huntsville with the highest concentration of minority residents, and the area immediately to the west and south of downtown Huntsville that, also, has a high concentration of minority residents. The highest concentration of residents earning incomes below the poverty line are in areas immediately surrounding

downtown Huntsville and every one of the areas with more than 50 percent of persons living under the poverty line are served by Huntsville Transit services. The fixed route transit service covers South Huntsville and the Research Park area, allowing residents to access retail shops, businesses, and medical facilities throughout Huntsville.

## Congressional Districts (Project Location)

Congressional District

AL-005

## Section II. Project Information (NOFO Section C.3 and D.2.6)

### About the Project

Project Title: Huntsville Transit Operations and Maintenance Servicing Facilities Reconfiguration  
(descriptive title of this project)

#### Project Executive Summary:

The Facilities Re-Design / Construction project is needed to provide for fleet expansion and the transition to zero emissions operations and maintenance. This project involves re-design, demolition, construction, and rehabilitation of bus maintenance servicing facilities located at the 500 Church Street NW, Huntsville, Alabama 35801. This site includes Operations, Admin, Maintenance inspection and vehicle servicing facilities. The project is required to maintain a daily vehicle service line that includes oils, fluids, and fueling, as well as fare collection, bus washing and cleaning activities. The project also includes an expanded maintenance inspection bay for transition to larger 40-foot hybrid electric and zero emissions vehicles. A "Zero Emissions Transition Plan" (See attached) has been completed that includes battery-electric charging stations along the NW side of the property for the first transitional phase to battery electric DR vehicles.

Propulsion Type (note: for facility projects, please select the predominant propulsion type used at the facility):

- Battery electric\*
- CNG
- Diesel
- Diesel-electric hybrid
- Gasoline
- Hydrogen fuel cell\*
- Other

If Other, specify:

\*Battery electric vehicles, hydrogen fuel cell vehicles, or facility projects for those types of vehicles are considered zero-emission projects; the applicant must address whether it is using 5% of funding for workforce development training in the Project Budget section and include a Zero-Emission Transition Plan.

Project Type:  Bus Replacement

Number of buses to be replaced:

Bus Rehabilitation

Number of buses to be rehabilitated:

Bus Facility Replacement

Bus Facility Rehabilitation

Bus Facility Expansion

Battery Electric Chargers

Number of chargers requested:

Bus Equipment

Other

If Other, specify:

## Section III. Evaluation Criteria (NOFO Section E)

\*\*\* Address each of the evaluation criteria as described in the Notice of Funding Opportunity.\*\*\*

### Demonstration of Need

When the current Operations, Administration, and Vehicle Service Maintenance facility was constructed in 2003, it was designed as a 10-bay fixed route bus transfer station, with a small maintenance inspection bay and bus wash to accommodate 30' medium duty buses. At that time, there were no provisions made for an end-of-day fleet servicing line, fuel station, or washing of revenue vehicles more than 30' in length. The existing maintenance inspection bay (2700 sq. ft) is too small (length, width, and height) to accommodate Huntsville Transit's future fleet of 40 foot + hybrid electric and zero emissions vehicles. In addition to being 20 years old with obsolete components and parts, the existing bus wash building (2017 sq. ft.) is also too small to accommodate the larger buses. The original 2003 facility also did not include a dedicated building for the servicing and switching out of fareboxes at the end of the day. Instead, an office within the administration building, that was closest to the back door, was used. Today, Bus Operators continue to park their bus outside of the facility's (north) back door where supervisors traverse in and out of the building; and in and out of the interior money / count office with full and empty boxes. While one bus is being serviced, other Bus Operators wait in line with their bus.

For end of day fueling, Bus Operators, at the last shift end, drive buses to one of four (4) commercial fuel stations with plastic fuel cards. This procedure requires approximately 40 minutes per vehicle each day to travel to and from the station; as well as the time for fueling. A fueling area of above ground, skid-mounted tanks and dispensers at the 500 Church Street site is needed to eliminate approximately 9 hours of daily wages, 9 hours of vehicle time, and 200 daily miles of wear in tear on the fleet.

In January 2023, Huntsville Transit completed an update to its Transit Improvement Plan called "Go Huntsville Transit." This 5-Phase plan calls for \$2,947,118 in additional operating expense to double the number of buses and fixed route bus service in Huntsville. The plan also calls for larger 40' buses on the heavier ridership routes. A re-design and construction of the 500 Church Street facility is needed to create a new vehicle service maintenance line that will accommodate the larger fleet in an efficient manner each day. The new fleet servicing line needs to have four efficiently located stations traversed consecutively in a counterclockwise direction to include 1) fueling and fluids, 2) bus wash, 3) cleaning, and 4) farebox service.

Public Transit Agency Safety Plan data shows that 25% of all transit accidents in 2022 were either backing or involved buses and/or employee vehicles within the transit facility parking lots. A re-design and construction of parking lots, barriers, and interior traffic lanes is needed at the 500 Church Street location to separate employee parking from bus parking; and the vehicle servicing line.

## Demonstration of Benefits

Note: If applying to both programs, be sure to select "yes" and provide a response to both questions below.

Is this application for the Low-No program?  Yes  No

Please describe how the proposed project will support the statutory requirements of the Low-No Program (See 49 U.S.C. 5339(c)(5)(A)):

Is this application for the Buses and Bus Facilities program?  Yes  No

Please describe the benefits of the proposed project:

A new, much larger minor repair bay, maintenance and inspection building will accommodate the future fleet of 40-foot hybrid electric and zero emissions buses. The current maintenance inspection bay will not.

On site fueling will make nighttime vehicle servicing operations more efficient. Nine (9) + daily hours of wages, plus 9+ daily hours of fleet time, and 200 + daily fleet miles can be saved by not having to drive buses to and from remote fueling sites.

The transit agency can significantly reduce risks of accidents by separating employee parking from bus parking. Additionally, an overall safer and more efficient operation can be achieved by creating a one-way servicing lane for transit revenue vehicles only, separate from employee and customer traffic flow within the 500 Church Street campus. In 2022, 25%+ of all transit accidents involved employee cars within the transit facilities, transit vehicles within the transit campus, or backing accidents overall. A re-design, re-construct, paving and striping will eliminate the need for backing revenue vehicle on the property.

A new and modern bus wash facility will allow for the daily cleaning of the future fleet of 40-foot buses, as well as, the paratransit fleet and transit service support vehicles. The current bus wash will not.

## Planning and Local/Regional Prioritization

In January 2023, a 5-Phase Huntsville Transit Improvement Plan was completed called "Go Huntsville Transit." This 5-Phase plan calls for \$2,947,118 in additional operating expense to double the number of buses and fixed route bus service in Huntsville. The plan also calls for larger 40' buses on the heavier ridership routes. A re-design and construction of the 500 Church Street facility is needed to achieve the plan recommendations.

In October 2023, the City of Huntsville approved a contract with the firm of SBLB LLC. to prepare a "Zero Emissions Transition Plan." The scope of work for this plan included a comprehensive review of facilities, operations, maintenance activities and plans to ensure that new facility designs were compatible with a transition to Zero Emissions vehicles and infrastructure; as well as allowed for the service expansion recommended in the "Go Huntsville Transit Plan."

This project is the 2nd Phase of the original project titled "Multimodal Transfer Station Construction and Operating Facility Re-Design and Renovation" and was included in the 2020-2023 TIP in June 2020.

### Local Financial Commitment

Matching Funds Amount:

Provide information on the source, availability, and supporting documentation:

Resolution

### Project Budget

Description	QTY	Federal Amount Requested	Local Match Amount	Other Federal Funds	Other	Total Cost	
Project Budget	1	5,195,838	1,298,959	0	0	6,494,797	<input checked="" type="checkbox"/>

Description	QTY	Federal Amount Requested	Local Match Amount	Other Federal Funds	Other	Total Cost	
Workforce Development	1	260,000	65,000	0	0	325,000	<input checked="" type="checkbox"/>

Total:		5,455,838	1,363,959	0	0	6,819,797	
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Does the project budget include funding for workforce development activities or training at the National Transit Institute (NTI)? **Note: if selecting "yes", please ensure a unique line item is listed in the project budget above for this activity.**  Yes  No

For any zero emission related project (vehicle, facility, or equipment), is 5% of the project budget for workforce development training as outlined in the applicant's Zero-Emission Transition Plan? **Note: if including any request for workforce development activities, please ensure a unique line item is listed in the project budget above.**  Yes  No

If no, an explanation must be provided for the project to be eligible.

### Project Scalability

Is project scope scalable?  Yes  No

If Yes, specify minimum Federal Funds necessary:

Provide explanation of scalability with specific references to the budget line items above:

### Project Implementation Strategy

Can this project be obligated in a grant within 12 months?  Yes  No

Please describe the project implementation strategy:

Phase I of this project is currently under construction. Phase II (this project titled "Huntsville Transit Operations and Maintenance Servicing Facilities Reconfiguration") is vital to the overall project success as the timeline is designed to ensure that engineering and design of Phase II is completed about the same time as completion of Phase I, the new Bus Transfer Station. The implementation strategy is to begin the removal of the old transfer station and reconstruction of facilities within 6 months after the opening of operations at the new transfer station. Since the new transfer station will be completed mid-April 2024, all preliminary and final E&D will be completed by April, with construction scheduled to begin in October 2024.

During construction, the workaround plan will include temporary relocation of employee parking with remote fueling of fixed route and paratransit vehicles. The maintenance inspection bay will be left as the last construction activity to ensure uninterrupted maintenance services. The new bus wash facility will be completed prior to the closing of the old. Once the maintenance inspection bay is under construction, light repair activities will be temporarily assigned to the City's heavy equipment maintenance shop. All contracts and procurements associated with this project will be subject to competitive processes and shall comply with all FTA procurement regulations. Contracts and regulations will be controlled and monitored by both the Transit department's Accountant III and Fiscal Officer, as well as the City of Huntsville Procurement Department. The City's General Services facilities and construction professionals will oversee and manage all design and construction contracts.

### Project Timeline (Please be as specific as possible)

Timeline Item Description	Timeline Item Date
STIP/TIP	06/17/2020
TrAMS Grant Application	04/10/2023
TrAMS Grant Award	10/01/2023
Preliminary E & D	02/01/2024
Final E & D	04/01/2024
Release Construction RFQ	06/01/2024
Award Construction Contract	09/01/2024
Construction to Begin	10/01/2024
Construction End	07/01/2025



### Partnership Provision

Note: the partnership provision is only applicable to low or no emission projects that are applying to the Low-No Program or both the Low-No and Bus Program. Projects applying only to the Bus program are not eligible to use the partnership provision. See NOFO Section C(1).

Is this application a partnership between an eligible applicant and one or more partners?  Yes  No

If yes, please list project partners

Project Partners

N/A

Provide a description of the partner(s) qualifications:

### Technical, Legal, and Financial Capacity

The City of Huntsville, Alabama, a municipality corporation, has the City Council as the legislative branch of the City government that adopts resolutions authorizing the City of Huntsville Mayor, or his designee, to make applications to the USDOT FTA for financial assistance, and to enter into agreements with USDOT FTA for grant funds and to sign assurances and certifications that the City will comply with all applicable federal laws, rules and regulations. The City Council adopts binding budgets and contracts for the City of Huntsville. The City of Huntsville, Legal Department is responsible for all legal matters and issues, the Finance Department, is responsible for all citywide financial matters, the City Clerk-Treasurer Department is responsible for receiving and depositing revenue collections by all cognizant departments, and fixed asset inventory control. The Department of Parking & Public Transit is responsible for the performance of all transportation services, maintaining, monitoring for accuracy and compliance department budgets, procurements, operations, grant applications and grant compliance.

# Huntsville Transit Operations & Maintenance Servicing Facilities Reconfiguration

Estimated Preliminary Project Budget

Wednesday, March 15, 2023

## COST BREAKDOWN

**General Site Work** **\$ 2,513,687.36**

<b>Professional Service (8%)</b>		\$ 156,860.16
<b>Construction Estimate</b>		\$ 1,960,752.00
Demolition	\$ 452,460.00	
Grading & Excavating	\$ 364,897.00	
Utilities	\$ 147,309.00	
Parking Lots/Roads	\$ 372,442.00	
Sidewalks	\$ 65,008.00	
Site Lighting	\$ 293,000.00	
Irrigation	\$ 57,500.00	
Landscaping	\$ 208,136.00	
<b>Contingency (10%)</b>		\$ 196,075.20
<b>Unforeseen Conditions</b>		\$ 200,000.00

**Buildings** **\$ 3,981,109.23**

<b>Professional Service (8%)</b>		\$ 252,768.84
<b>Construction Estimate</b>		\$ 3,159,610.50
Maintenance Building	\$ 1,131,500.00	
- 3650 SF @ \$310.00		
Bus Wash Equipment	\$ 196,472.50	
- Quote Dated 4-8-2019		
Fueling Station & Equipment	\$ 556,139.00	
- Quote Dated 3-15-23		
EV Charging	\$ 556,500.00	
- Quote Dated 3-15-23		
Bus Money Building	\$ 98,200.00	
- 200 SF @ \$523		
Security Fence & Gates	\$ 316,000.00	
Camera System	\$ 125,024.00	
Access Control	\$ 69,775.00	
Specialties, Equipment & Furnishings	\$ 110,000.00	
<b>Owner Direct Purchases (8%)</b>		\$ 252,768.84
<b>Contingency (10%)</b>		\$ 315,961.05

## SUBTOTALS

<b>Subtotal of Project</b>		<b>\$ 6,494,796.59</b>
<b>Professional Service (8%)</b>	\$ 409,629.00	
<b>Construction Estimate</b>	\$ 5,120,362.50	
<b>Owner Direct Purchases (5%)</b>	\$ 252,768.84	
<b>Contingency (10%)</b>	\$ 512,036.25	

**Notes/Clarifications:**

1. Preliminary Costs and Quantities Based on COH Architect's Drawing From March 2023
2. COH GIS Software Utilized for Existing Take-offs, Utilities & Measurements
3. Drawing Scale is Approximate
5. Excludes Perimeter Site Fencing/Protection
6. Excludes Demolition of Existing Utilities
7. Assumed a Balance Site - No Additional Fill Material Brought In or Hauled Off
8. Sitework Prices are Based on One Mobilization
9. All Huntsville Utilities Infrastructure (Water, Power, Sewer, Gas, Fiber) are Estimated/Approximate
10. Huntsville Utilities has not Provided Preliminary Pricing or Plans for Future Utility Locations
11. New Trees were Assumed to be 15 Gallon Size or Smaller
12. Construction Estimates Include Tax, Mark-Up, Contingency, Escalation, Bonds & Insurance, Permits and Fees
13. Prices Above are Based on RS Means 2020 - Average 4% Inflation Year Beyond
14. Site & Parking Lot Lighting is an Estimated Cost
15. Excludes Property Acquisition
16. Excludes Signage
17. Excludes Removal and Replacement of Poor Soils