



## ***Transportation Committee Agenda***

**Friday, June 20, 2025  
9 a.m.**

Welcome to SANDAG. The Transportation Committee meeting scheduled for Friday, June 20, 2025, will be held in person in the SANDAG Board Room. While Committee members will attend in person, members of the public will have the option of participating either in person or virtually.

For public participation via Zoom webinar, click the link to join the meeting: <https://us02web.zoom.us/j/81511400107>

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**Public Comments:** Members of the public may speak to the Transportation Committee on any item at the time the Committee is considering the item. Public speakers are generally limited to three minutes or less per person.

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**Vision Statement:** *Pursuing a brighter future for all*

**Mission Statement:** *We are the regional agency that connects people, places, and innovative ideas by implementing solutions with our unique and diverse communities.*

**Our Commitment to Equity:** *We hold ourselves accountable to the communities we serve. We acknowledge we have much to learn and much to change; and we firmly uphold equity and inclusion for every person in the San Diego region. This includes historically underserved, systemically marginalized groups impacted by actions and inactions at all levels of our government and society.*

*We have an obligation to eliminate disparities and ensure that safe, healthy, accessible, and inclusive opportunities are available to everyone. The SANDAG equity action plan will inform how we plan, prioritize, fund, and build projects and programs; frame how we work with our communities; define how we recruit and develop our employees; guide our efforts to conduct unbiased research and interpret data; and set expectations for companies and stakeholders that work with us.*

*We are committed to creating a San Diego region where every person who visits, works, and lives can thrive.*



# Transportation Committee

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## MEMBERSHIP

The Transportation Committee advises the SANDAG Board of Directors on major policy-level matters related to transportation. The Transportation Committee assists in the preparation of the Regional Transportation Plan and other regional transportation planning and programming efforts. It provides oversight for the major highway, transit, regional arterial, and regional bikeway projects funded under the Regional Transportation Improvement Program, including the *TransNet* Program of Projects. Areas of interest include project schedules, costs, and scope.

The Transportation Committee generally meets at 9 a.m., on the first and third Friday of the month, and 1 p.m. on the first Friday of every-other month.

Staff contact: Brian Lane, (619) 699-7331, [brian.lane@sandag.org](mailto:brian.lane@sandag.org)

### MEMBERS

**Jennifer Mendoza**

Mayor Pro Tem, City of Lemon Grove  
(Representing East County)

**David Zito, Chair**

Councilmember, City of Solana Beach  
(Representing North County Coastal)

**Sean Elo-Rivera, Vice-Chair**

Councilmember, City of San Diego

**John Duncan**

Mayor, City of Coronado  
(Representing South County)

**Monica Montgomery Steppe**

Supervisor, County of San Diego

**Dane White**

Mayor, City of Escondido  
(Representing North County Inland)

**Patricia Dillard**

Metropolitan Transit System

**Priya Bhat-Patel**

North County Transit District

**Esther Sanchez**

San Diego County Regional Airport Authority

**Michael Zucchet**

Commissioner, Port of San Diego

### ALTERNATES

**Ronn Hall**

Councilmember, City of Santee  
(Representing East County)

**Joy Lyndes**

Deputy Mayor, City of Encinitas  
(Representing North County Coastal)

**Marni von Wilpert**

Councilmember, City of San Diego

**Cesar Fernandez**

Councilmember, City of Chula Vista  
(Representing South County)

**Joel Anderson**

Supervisor, County of San Diego

**Mike Sannella**

Deputy Mayor, City of San Marcos  
(Representing North County Inland)

**Cesar Fernandez**

Metropolitan Transit System

**Jewel Edson/Eric Joyce**

North County Transit District

**Rafael Perez**

San Diego County Regional Airport Authority

**Job Nelson**

Port of San Diego

## **ADVISORY MEMBERS**

### **Ann Fox**

Caltrans District 11

### **Erica Pinto (Jamul)**

Southern California Tribal  
Chairmen's Association

### **Jim Custeau**

Association of Planning Groups

### **Melina Pereira**

Caltrans District 11

### **Eric LaChappa (La Posta)**

Southern California Tribal  
Chairmen's Association

### **Paul Dombkowski**

Association of Planning Groups



# Transportation Committee

Friday, June 20, 2025

## Comments and Communications

### 1. Public Comment/Communications/Member Comments

Members of the public shall have the opportunity to address the Transportation Committee on any issue within the jurisdiction of Transportation Committee that is not on this agenda. Public speakers are limited to three minutes or less per person. Public comments under this agenda item will be limited to five public speakers. If the number of public comments under this agenda item exceeds five, additional public comments will be taken at the end of the agenda. Transportation Committee members and SANDAG staff also may present brief updates and announcements under this agenda item.

## Consent

### +2. Meeting Minutes

*Francesca Webb, SANDAG*

Approve

The Transportation Committee is asked to approve the minutes from its Friday, June 6, 2025, meeting.

[Meeting Minutes](#)

### +3. FY 2026 Transportation Development Act and State Transit Assistance Claims

*Kimberly Trammel, Marcus Pascual; SANDAG*

Recommend

The Transportation Committee is asked to recommend that the Board of Directors:

1. Adopt Resolutions Nos. 2025-15 through 2025-20, approving the FY 2026 Transportation Development Act and State Transit Assistance (STA) claims in substantially the same form as the attached resolutions; and
2. Approve the STA findings as certified by North County Transit District.

[FY 2026 Transportation Development Act and State Transit Assistance Claims](#)

[Att. 1 - TDA Summary of FY 2026 Claims](#)

[Att. 2 - Description of Transportation Development Act and State Transit Assistance Claims, including required resolutions for the FY 2026 TDA/STA Claims](#)

### +4. TransNet Environmental Mitigation Program Land Management Grant Program Project Amendment

*Benjamin Gembler, SANDAG*

Recommend

The TransNet Independent Taxpayer Oversight Committee recommends that the Transportation Committee approve a 12-month time extension for the San Diego Habitat Conservancy's Thornmint Enhancement Project.

[TransNet Environmental Mitigation Program Land Management Grant Program Project Amendment](#)

[Att. 1 - SDHC Amendment Request Letter](#)

[Att. 2 - Proposed Project Schedule](#)

## Reports

### **+5. Flexible Fleets Grant Program Final Call for Projects**

Recommend

*Jenny Russo, Khalisa Bolling, SANDAG*

The Transportation Committee is asked to recommend that the Board of Directors approve the release of the Flexible Fleets Pilot Grant Program Call for Projects.

[Flexible Fleets Grant Program Final Call for Projects](#)

[Att. 1 - Final Flexible Fleets Pilot Grant Program Call for Projects](#)

[Att. 2 - Final Flexible Fleets Pilot Grant Program Performance Metrics](#)

[Att. 3 - Final Flexible Fleets Pilot Grant Program Scoring Rubric](#)

[Att. 4 - Summary of FFGP Feedback and Revisions](#)

[Presentation](#)

### **+6. MTS OnTrack: Planning the Future of MTS Bus and Trolley Service**

Discussion

*Mark Olson, Metropolitan Transit System*

Metropolitan Transit Service (MTS) staff will present on their Comprehensive Operational Analysis initiative (MTS OnTrack) which is analyzing two funding scenarios to address the agency's financial challenges. Staff will discuss public feedback the agency is gathering, timelines for implementation, planned next steps, and will take questions/ comments from Transportation Committee members.

[MTS OnTrack: Planning the Future of MTS Bus and Trolley Service](#)

[Presentation](#)

### **+7. Coordinated Plan Update**

Information

*Tim Garrett, Rubi Morales, SANDAG*

Staff will present initial recommendations to support the update of the region's Coordinated Plan.

[Coordinated Plan Update](#)

[Att. 1 - Draft Proposed Goals and Strategies Table](#)

[Presentation](#)

## Adjournment

### **8. Adjournment**

The next Transportation Committee meeting is scheduled for Friday, July 18, 2025, at 9 a.m.

+ next to an agenda item indicates an attachment

June 20, 2025

## **June 6, 2025, Meeting Minutes**

### **[View Meeting Video](#)**

Chair David Zito (North County Coastal) called the Transportation Committee meeting to order at 1:03 p.m.

#### **1. Public Comments/Communications/Member Comments**

Public Comments: Purita Javier, Cesar Javier, Blair Beekman, The Original Dra.

Chief Executive Officer Mario Orso provided an update on agency activities.

Member Comments: Councilmember Jewel Edson (North County Transit District).

#### **Consent**

#### **2. Approval of Meeting Minutes**

The Transportation Committee was asked to approve the minutes from its May 16, 2025, meeting.

#### **3. Federal Transit Administration Section 5311 Program of Projects**

The Transportation Committee was asked to recommend that the Board of Directors approve the Federal Fiscal Year 2025 apportionments of Federal Transit Administration Section 5311 Non-Urbanized Area Formula Program funds for the San Diego region.

Public Comments: Cesar Javier, Blair Beekman, The Original Dra.

Action: Upon a motion by Supervisor Monica Montgomery Steppe (County of San Diego), and a second by Mayor Pro Tem Jennifer Mendoza (East County), the Transportation Committee voted to approve the consent agenda.

The motion passed.

Yes: Chair Zito, Rafael Perez (San Diego County Regional Airport Authority), Supervisor Montgomery Steppe, Mayor Pro Tem Mendoza, Vice Mayor Patricia Dillard (Metropolitan Transit System), and Councilmember Edson.

No: None.

Abstain: None.

Absent: City of San Diego, North County Inland, Port of San Diego, South County.

#### **Reports**

#### **4. Flexible Fleets Grant Program Final Call for Projects**

This item was postponed.

#### **5. Specialized Transportation Grant Program Cycle 13 Call for Projects Funding Recommendation Recommendations**

Grants Program Manager Jenny Russo and Associate Grants Program Analyst Aly Vazquez presented the item. The Transportation Committee was asked to recommend that the Board of Directors approve

the funding recommendations for the Specialized Transportation Grant Program Cycle 13 Call for Projects as detailed in the report.

Public Comments: Marcy Roke, Adrianna Yemhatpe, Cesar Javier, Mark Fletcher, Kaley Levitt, Arun Prem, Deb Martin, Blair Beekman, The Original Dra.

Action: Upon a motion by Councilmember Edson and a second by Mayor Pro Tem Mendoza, the Transportation Committee voted to recommend that the Board of Directors approve the funding recommendations for the Specialized Transportation Grant Program Cycle 13 Call for Projects as detailed in the report.

The motion passed.

Yes: Chair Zito, Rafael Perez, Supervisor Montgomery Steppe, Mayor Pro Tem Mendoza, Vice Mayor Dillard, and Councilmember Edson.

No: None.

Abstain: None.

Absent: City of San Diego, North County Inland, Port of San Diego, South County.

## **6. San Diego Regional Vehicle Miles Traveled Mitigation Program**

Jacob Armstrong and Mark Slovick, County of San Diego; Stephen Cook, Intersecting Metrics; and Senior Regional Planner Kirsten Uchitel provided an update on the status of the Regional Vehicle Miles Traveled Mitigation program.

Public Comments: Cesar Javier, Blair Beekman, The Original Dra.

Action: Discussion.

## **7. Adjournment**

The next Transportation Committee meeting is scheduled for Friday, June 20, 2025, at 1 p.m.

Chair Zito adjourned the meeting at 2:38 p.m.

## Confirmed Attendance at SANDAG Transportation Meeting

Jurisdiction	Name	Member/ Alternate	Attend
San Diego County Regional Airport Authority	Mayor Esther Sanchez	Member	No
	Rafael Perez	Alternate	Yes
City of San Diego	Councilmember Sean Elo-Rivera, Vice Chair	Member	No
	Councilmember Marni von Wilpert	Alternate	No
County of San Diego	Supervisor Monica Montgomery Steppe	Member	Yes
	Supervisor Joel Anderson	Alternate	No
	Vacant	Alternate	--
East County	Mayor Pro Tem Jennifer Mendoza	Member	Yes
	Councilmember Ronn Hall	Alternate	No
Metropolitan Transit System	Vice Mayor Patricia Dillard	Member	Yes
	Councilmember Cesar Fernandez	Alternate	No
North County Coastal	Councilmember David Zito, Chair	Member	Yes
	Deputy Mayor Joy Lyndes	Alternate	Yes
North County Inland	Mayor Dane White	Member	No
	Councilmember Mike Sannella	Alternate	No
North County Transit District	Mayor Pro Tem Priya Bhat-Patel	Member	No
	Deputy Mayor Jewel Edson	Alternate	Yes
	Deputy Mayor Eric Joyce	Alternate	No
Port of San Diego	Commissioner Michael Zucchet	Member	No
	Job Nelson	Alternate	No
South County	Mayor John Duncan	Member	No
	Councilmember Cesar Fernandez	Alternate	No
<b>Advisory Members</b>			
Caltrans	Director Ann Fox	Member	Yes
	Deputy Director Melina Pereira	Alternate	Yes
	Roy Abboud	Alternate	No
Southern California Tribal Chairmen's Association	Chairwoman Erica Pinto	Member	No
	Chairman Eric LaChappa	Alternate	Yes
Association of Planning Groups	Vacant	Member	No
	Paul Dombkowski	Alternate	No

June 20, 2025

## **FY 2026 Transportation Development Act and State Transit Assistance Claims**

### **Overview**

SANDAG, as the Regional Transportation Planning Agency, is responsible for apportionment of Transportation Development Act (TDA) funds each year in conformance with state statute. SANDAG is also responsible for submitting State Transit Assistance (STA) claims for North County Transit District (NCTD), while the Metropolitan Transit System (MTS) may receive its STA funds directly and adopt its own findings.

The County Auditor also receives an allocation based on estimates of its costs to administer the TDA program. Additionally, up to 2% of the total available funds under Article 4.5, the Community Transit Service program, is available to be claimed by the Consolidated Transportation Service Agency (CTSA). The remaining apportionment is available to be claimed by NCTD and MTS.

The transit operators and other member agencies submit their annual TDA claims based on the approved annual apportionment and in compliance with [SANDAG Board Policy No. 027](#).

On [February 7, 2025, the Transportation Committee](#) recommended and [on February 14, 2025, the Board of Directors](#) approved the TDA estimated apportionment of \$194.5 million for FY 2026.

Attachment 1 provides a summary of the TDA claims. Attachment 2 describes the TDA and STA claims that the funding would support in FY 2026, as well as the required resolutions for the FY 2026 requested claims.

### **Key Considerations**

The TDA program is the major funding source that supports the region's public transit operators and nonmotorized transportation projects, like bicycle and pedestrian projects. TDA comes from a quarter of a percent of state sales tax assessed in the region.

### **Action: Recommend**

The Transportation Committee is asked to recommend that the Board of Directors:

1. Adopt Resolutions Nos. 2025-15 through 2025-20, approving the FY 2026 Transportation Development Act and State Transit Assistance (STA) claims in substantially the same form as the attached resolutions; and
2. Approve the STA findings as certified by North County Transit District.

### **Fiscal Impact:**

The total Transportation Development Act (TDA) claim amount for San Diego County is \$194.5 million for FY 2026. An additional \$1 million is set aside annually for the Active Transportation Grant Program call for projects, per Board of Directors direction in 2013. The North County Transit District and Metropolitan Transit System State Transit Assistance (STA) allocation estimates for FY 2026 are \$12.0 million and \$33.5 million, respectively.

### **Schedule/Scope Impact:**

TDA funding may be used for various planning, programming, and administrative-related expenses; funding of bike and pedestrian facilities; and support of community transit services. STA funding may be used for both capital projects and transit operations.

The STA program provides a second source of transit funding for transportation planning and mass transportation purposes, derived from the statewide sales tax on diesel fuel, and as specified by the Legislature.

### **Next Steps**

Pending approval of the TDA and STA claims by the Board, the County Auditor would disburse TDA and STA monies in accordance with the allocation instructions from SANDAG.

### ***Dawn Vettese, Chief Financial Officer***

Attachments:   1. Transportation Development Act: Summary of FY 2026 Claims  
                  2. Description of Transportation Development Act and State Transit Assistance Claims,  
                      including required resolutions for the FY 2026 TDA/STA Claims



## Transportation Development Act

### Summary of FY 2026 Claims

	Metropolitan Transit System	North County Transit District	SANDAG	Coordinated Transportation Services Agency	Bicycle and Pedestrian*	County Auditor	Total
FY 2026 Apportionment	\$ 130,769,041	\$53,189,969	\$ 6,554,377	\$ 184,143	\$ 3,758,024	\$ 50,000	\$ 194,505,554
Prior Year Carryover					6,000,000		6,000,000
<b>Total Available to Claim</b>	<b>130,769,041</b>	<b>53,189,969</b>	<b>6,554,377</b>	<b>184,143</b>	<b>9,758,024</b>	<b>50,000</b>	<b>200,505,554</b>
<b>FY 2026 Claims</b>							
Article 3 - Non-Motorized (bicycle and pedestrian)					(2,758,024)		(2,758,024)
<b>Subtotal Article 3</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>(2,758,024)</b>		<b>(2,758,024)</b>
Article 4 - General Public Transit							-
Operations	(85,582,148)	(46,233,819)					(131,815,967)
Capital	(27,429,882)	-					(27,429,882)
Capital Transfer to SANDAG	(296,580)	-					(296,580)
Support of ADA Operations	(7,578,436)	(3,500,000)					(11,078,436)
Administrative/Planning Transfer to SANDAG	(2,504,227)	(847,233)					(3,351,460)
<b>Subtotal Article 4</b>	<b>(123,391,273)</b>	<b>(50,581,052)</b>					<b>(173,972,325)</b>
Article 4.5 - Community Transit Service (accessible service for the disabled)							
Operations	(6,414,097)	(2,608,917)		(184,143)			(9,207,157)
<b>Subtotal Article 4.5</b>	<b>(6,414,097)</b>	<b>(2,608,917)</b>		<b>(184,143)</b>			<b>(9,207,157)</b>
Article 8 - Special Provisions							
Express bus	(667,609)						(667,609)
Ferry service	(296,062)						(296,062)
<b>Subtotal Article 8</b>	<b>(963,671)</b>						<b>(963,671)</b>
Planning/Administration							
Administration			(743,000)			(50,000)	(793,000)
SANDAG Regional Planning			(5,811,377)				(5,811,377)
<b>Subtotal Planning/Administration</b>			<b>(6,554,377)</b>			<b>(50,000)</b>	<b>(6,604,377)</b>
<b>Balance</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 7,000,000</b>	<b>\$ -</b>	<b>\$ 7,000,000</b>

\* The SANDAG Board approved to set aside \$1 million per year for call for projects. The set aside amount is reflected in the apportionment and is not included in the claims.

\*\* Totals may not add up due to rounding.

## **Description of Transportation Development Act Claims**

Transportation Development Act (TDA) funding may be used for planning, programming, and administrative-related expenses, and as authorized under four separate articles of the law. Article 3 funds are designated for bicycle and pedestrian projects, Article 4 funds are used to provide general public transit services, Article 4.5 funds are designated for community transit services, and Article 8 funds support specialized services such as express bus and ferry services.

### ***Administration and Planning***

Provisions of the TDA (Public Utilities Code section 99233.2) allow SANDAG and the County of San Diego Auditor Controller's office to claim funds to administer the program. In addition, SANDAG, as the Regional Transportation Planning Agency, can claim up to 3% of the annual apportionment to conduct regional transportation planning activities. Consistent with the FY 2026 Program Budget, it is recommended that SANDAG claim \$5,811,377 to carry out planning activities, such as transportation analysis and modeling, economic and demographic analysis and modeling, and other related planning activities, and \$743,001 for TDA program administration, including the TDA annual financial audits, triennial performance audits, and claim administration. The County of San Diego Auditor Controller is claiming \$50,000 for TDA administration costs.

### ***Article 3 - Non-Motorized Claims (Bicycle and Pedestrian Projects)***

Article 3 claims provide for the development of bicycle and pedestrian facilities and are allocated based on a regionwide priority list of projects. For FY 2026, there is \$3,758,024 million available for bicycle and pedestrian projects in the FY 2026 apportionment. There is currently \$6,000,000 in carryover funds set-aside for the regional Active Transportation Grant Program call for projects.

- Of the available funding, \$1,000,000 is proposed to fund the Bayshore Bikeway: Barrio Logan Project (Capital Improvement Program [CIP] No. 1223055), which is included in the Board-approved Regional Bike Plan Early Action Program.
- Of the available funding, \$1,758,024 is proposed to fund the Uptown Bikeways: Washington St & Mission Valley Project (Capital Improvement Program [CIP] No. 1223084), which is included in the Board-approved Regional Bike Plan Early Action Program.
- Of the remaining amount, \$1 million represents the set-aside for the regional Active Transportation Grant Program call for projects for FY 2026, consistent with Board direction.

### ***Article 4 General Public (Fixed Transit Route)***

Article 4 funds the Metropolitan Transit System (MTS) and the North County Transit District (NCTD) operations, provides a local match for federally funded capital projects, and comprises the largest portion of the TDA claim. These funds provide the most flexible form of revenues and can be used for any purposes necessary to develop and operate the transportation system, including operations, capital purchases, payment of bond debt, and to augment specialized services.

The total Article 4 claim under MTS is \$120,590,466 while the NCTD total is \$49,733,819. Article 4 also reflects total \$3,648,040 for SANDAG including transfers to SANDAG, as well as additional support for services provided under Article 4. Use of this funding is consistent with the projects proposed for funding in the FY 2026 Transit Capital Improvement Program [approved by the Board at its April 25, 2025 meeting](#).

#### **Article 4.5 Community Transit Service (Accessible Service for the Disabled)**

Article 4.5 funds are allocated in the San Diego region to support demand response transit services required by the Americans with Disabilities Act (ADA). [SANDAG Board Policy No. 027](#), requires that after allocating 2% of these funds to the Consolidated Transportation Services Agency (CTSA), funds be distributed between the two transit agencies in the region based on service area population. ADA operations for MTS and NCTD also are augmented by annual transit revenues from the *TransNet* Program.

- MTS and NCTD are claiming \$6,414,097 and \$2,608,917, respectively, to provide operating support for the accessible paratransit services in their respective service areas, including Access and ADA Suburban services.
- Facilitating Access to Coordinated Transportation, as the CTSA, is claiming \$184,143 to assist seniors, persons with disabilities, and social service recipients in San Diego County to meet their transportation needs. Exhibit A provides the CTSA annual work program.

#### **Article 8 Special Provisions (Pershing Drive Bikeway)**

MTS is the only operator that claims this article for its express bus services (\$667,609), and to pass-through the funding to the City of Coronado that provides the ferry service (\$296,062). The total Article 8 claim is \$963,671.

#### **State Transit Assistance Claims**

Per State Transit Assistance (STA) requirements, SANDAG is responsible for submitting claims on behalf of NCTD while MTS may receive its funds directly. Of the \$12,042,825 available, NCTD is requesting to use \$12,042,825 available under STA for operations. State law requires operators to meet certain qualifying criteria to determine service efficiency to use STA funds for operations. SANDAG calculated the operating qualifications and determined that NCTD would meet the criteria, thereby allowing the funds to be used for operations. NCTD is also required to affirm certain findings under the STA statute. Exhibit B provides these findings.

Exhibit C includes the required resolutions for the FY 2026 requested TDA claims and Exhibit D includes the FY 2026 STA claim.

Attachments:	Exhibit A:	Highlights of FY 2026 Consolidated Transportation Services Agency Work Plan
	Exhibit B:	North County Transit District State Transit Assistance Findings
	Exhibit C:	Draft Resolution Nos. 2025-15 through 2025-19 for FY 2026 Transportation Development Act Claims
	Exhibit D:	Draft Resolution No. 2025-20 for FY 2026 State Transit Assistance Claim

Full Access & Coordinated Transportation, Inc. (FACT)  
Consolidated Transportation Services Agency (CTSA) for San Diego County

Work Plan for Fiscal Year 2026

As defined in the Social Services Transportation Improvement Act (AB 120), the CTSA is a public entity responsible for improving transportation services required by social service recipients by promoting the consolidation and coordination of social service transportation services. The scope of CTSA activities include being the regional coordinator of social service transportation information, centralized administration and dispatching, identification and consolidation of funding sources, coordinated and consolidated training programs and combined purchasing of vehicles, supplies and equipment.

In 2006 San Diego Association of Governments (SANDAG) designated Full Access & Coordinated Transportation, Inc. (FACT) the Consolidated Transportation Services Agency (CTSA) for San Diego County. As the CTSA, FACT works to improve dedicated transportation services for people with disabilities, seniors, social service agencies, health care providers, various organizations and individuals within San Diego County. FACT is also the planning representative of the social service transportation community and works with the region to develop updates to the Coordinated Plan. FACT has begun the process to update the Business Plan (2025-2030 Business Plan Update) that forms the planning foundation for organizational development and the expansion of coordinated services in the region.

**Expenses:**

**1. One-call/one-click Mobility Center**

**a) Rent**

**b) Indirect Costs**

**c) Maintain FACT website**

- Maintain FACT website to keep content current, optimized for searching
- Use website for marketing and outreach

**2. Regional Coordination**

**a) Administer Council on Access and Mobility (CAM) and Other Meetings**

- Conduct Council on Access and Mobility (CAM) meetings (at least 4 annually) and other meetings related to regional coordination
- Continue outreach to providers
- Represent CAM during Level 3 or higher emergencies and coordinate disaster response as needed. Coordinate with the County Office of Emergency Services (OES) to ensure effective emergency preparedness planning. Assist OES to develop an emergency response plan.

Full Access & Coordinated Transportation, Inc. (FACT)  
Consolidated Transportation Services Agency (CTSA) for San Diego County

Work Plan for Fiscal Year 2026

- Conduct monthly FACT Board of Director Meetings and Board subcommittees as needed

**b) Training/Workshops**

- Facilitate a workshop/ training on issues of interest to CAM and partners
- Include guest speakers and educational items during CAM meetings

**c) Support for grantees**

- Provide letters of support to agencies applying for grants after verifying coordination efforts.
- Assist applicants in finding coordination opportunities
- Form partnerships to apply for grants where appropriate
- Offer compliance related information to grantees

**3. Management of CTSA Activities**

- Disseminate quarterly CTSA FACT Newsletter to ensure ongoing awareness of current related events
- Maintain the CTSA Mailing List
- Complete all required reporting
- Maintain memberships in State and National organizations committed to coordinated transportation and non-profit corporation development: California Association for Coordinated Transportation (Cal-Act), American Public Transportation Association (APTA), etc.
- Travel to conferences and sponsored trainings.
- Annually update FACT's Business Plan covering the following areas: governance, regional needs assessment, integration of current CTSA work activities, technical assistance and coordination planning, information and marketing initiatives, service contracting and operations programs, policy development and advocacy, trip demand estimation and utilization projections, funding and financial projections.
- Maintain FACT's staff to ensure capacity to support ongoing programs and services and expansion as per the approved Business Plan.
- Participate in Annual TDA 4.5 Audit, Internal Agency Audit, and Triennial TDA 4.5 Audits.
- Report on Scope of Work deliverables to SANDAG quarterly.
- Apply for Section 5310, Senior Mini-Grant, and other grant funding to support core CTSA activities
- Provide local match funds as needed to support awarded grant projects

All TDA 4.5 funding for FY 2026 will be used for CTSA activities. FACT was awarded 5310, Senior Mini Grant, and Access for All (AFA) funding to support these activities.

**FACT/CTSA  
TDA 4.5 Claim  
Expense Request  
FY 2026**

<b>1. One-call/One-click Mobility Center</b>		
Rent		\$33,054
Indirect Costs		\$65,000
Website Maintenance/Development		\$23,610
<b>2. Regional Coordination</b>		
CAM, Board, Trainings, and Other Meeting Expenses		\$18,888
<b>3. Management of CTSA Activities</b>		
Salaries and Benefits		\$47,205
<b>Total Request</b>		<b>\$ 184,143</b>

**WHEREAS**, the North County Transit District ("Claimant") hereby affirms the certifications and required findings as part of the Transportation Development Act (TDA) and State Transit Assistance (STA) Claims for FY2026 as follows:

Finding #1: The Claimant's proposed expenditures are in conformance with the Regional Transportation Plan (RTP).

Finding #2: The Claimant is proposing a level of fare revenue sufficient to meet the fare revenue operating cost ratio requirements of Public Utilities Code (PUC) 99268.2, 99268.3, 99268.5 and 99268.9, as applicable.

Finding #3: The Claimant is making full use of federal funds available under the Urban Mass Transportation Act of 1964, as amended.

Finding #4: The sum of the Claimant's allocations from the STA Fund and the Local Transportation Fund do not exceed the maximum for which the Claimant is eligible.

Finding #5: Priority consideration has been given to offsetting unanticipated increases in the cost of fuel, enhancing existing public transportation services, and meeting high-priority regional needs.

Finding #6: The Claimant has made a reasonable effort to implement the productivity improvements recommended pursuant to PUC 99244.

Finding #7: The Claimant is not prevented by a labor contract entered into after June 28, 1979, from employing part-time drivers or from contracting with common carriers.

Finding #8: The Claimant has on file a certification by the Department of the California Highway Patrol verifying compliance with section 1808.1 of the Vehicle Code, pursuant to PUC 99251.

Finding #9: The Claimant is in compliance with the requirements of PUC 99314.6.

Authorized Representative/Contact:

  
(Signature)

Name: Shawn Donaghy  
Title: Chief Executive Officer



## Approving the Allocation of FY 2026 Transportation Development Act Funds Planning and Administration

WHEREAS, the Transportation Development Act (TDA) claimants listed below have submitted claims for FY 2026 TDA funds pursuant to Chapter 4, Article 3 (PUC 99233.1 and 99233.2), of the Public Utilities Code (PUC); and

WHEREAS, pursuant to Section 29532 of the Government Code (GC), the San Diego Association of Governments has determined that the claims are eligible pursuant to the provisions of the TDA, as amended; and

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. Pursuant to GC 29532, does hereby approve the allocation of TDA funds to the following claimants for purposes listed below:

Claim No.	Claimant	Allocation
26021000	County Auditor SANDAG	\$ 50,000
26051000	Administration	743,000
26051001	Regional Planning	5,811,377
<b>Total</b>		<b>\$ 6,604,377</b>

2. That the Board of Directors does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions and payment schedules to the San Diego County Auditor as are necessary and legal for payment of these claims.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

## **Approving the Allocation of FY 2026 Transportation Development Act Funds Article 3 Bicycle and Pedestrian Facilities and Programs**

WHEREAS, the Transportation Development Act (TDA) claim listed below is submitted for FY 2026 TDA funds pursuant to Chapter 4, Article 3, Section 99234 of the Public Utilities Code (PUC); and

WHEREAS, pursuant to Section 29532 of the Government Code (GC), the San Diego Association of Governments (SANDAG) has analyzed the claim and determined that the claim conforms substantially to the provisions of the TDA of 1971, as amended; and

WHEREAS, SANDAG finds the claim to be consistent with the Regional Transportation Plan;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. That the Board of Directors, pursuant to GC 29532 and PUC 99234, does hereby approve the allocation of TDA funds for the following project in the amounts specified below:

<b>Claim No.</b>	<b>Claimant</b>	<b>Allocation</b>
26011000	SANDAG (Bayshore Bikeway: Barrio Logan)	\$ 1,000,000
26011001	SANDAG (Uptown Bikeway: Washington St & Mission Valley)	<u>1,758,024</u>
<b>Total</b>		<b>\$ 2,758,024</b>

2. That the Board of Directors does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions and payment schedules to the San Diego County Auditor as are necessary and legal for payment of this claim.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

## Approving the Allocation of FY 2026 Transportation Development Act Funds Article 4 Fixed Route General Public Transit Service

WHEREAS, the Transportation Development Act (TDA) claimants listed below have submitted claims for FY 2026 TDA funds pursuant to Chapter 4, Article 4, of the Public Utilities Code (PUC); and

WHEREAS, pursuant to Section 29532 of the Government Code (GC), the San Diego Association of Governments (SANDAG) has analyzed the claims and determined that the claims conform substantially to the provisions of the TDA of 1971, as amended; and

WHEREAS, pursuant to PUC Section 99244, SANDAG is required to annually identify, analyze, and recommend potential productivity improvements for the transit operators;

WHEREAS, SANDAG finds these claims for FY 2026 to be in conformance with the Regional Transportation Plan;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. That the Board of Directors, pursuant to PUC Section 99244, finds that the claimants listed below have made a reasonable effort to implement the productivity improvement recommendations for FY 2025;
2. That the Board of Directors, at its June 27, 2025, meeting, approved eligibility of Metropolitan Transit System and North County Transit District to receive their FY 2026 allocations of Transportation Development Act funds, including consideration of these operators' FY 2025 Productivity Improvement Goals;
3. That the Board of Directors, pursuant to GC 29532, does hereby approve the allocation of TDA funds to the following claimants for purposes listed below:

Claim No.	Claimant	Allocation
26031000	Metropolitan Transit System (MTS)	
	Operating (fixed route)	\$ 85,582,148
	Operating (ADA)	\$7,578,436
	Capital	<u>27,429,882</u>
	<b>Total</b>	<b>\$ 120,590,466</b>
26041000	North County Transit District (NCTD)	
	Operating (fixed route)	\$ 46,233,819
	Operating (ADA)	3,500,000
	Capital	<u>—</u>
	<b>Total</b>	<b>\$ 49,733,819</b>

	SANDAG	
26031004	Admin/Planning Transfer from MTS	\$ 2,504,227
26031004	Capital Transfer from MTS	296,580
26041002	Admin/Planning Transfer from NCTD	847,233
26041002	Capital Transfer from NCTD	—
	<b>Total</b>	<b>\$ 3,648,040</b>

4. That the Board of Directors does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions and payment schedules to the San Diego County Auditor as are necessary and legal for payment of these claims.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

\_\_\_\_\_  
**Chair**

\_\_\_\_\_  
**Secretary**

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

## Approving the Allocation of FY 2026 Transportation Development Act Funds Article 4.5 Community Transit Service

WHEREAS, the Transportation Development Act (TDA) claimants listed below have submitted claims for FY 2026 TDA funds pursuant to Chapter 4, Article 4.5, of the Public Utilities Code (PUC); and

WHEREAS, pursuant to Section 29532 of the Government Code (GC), the San Diego Association of Governments (SANDAG) has analyzed the claims and determined that the claims conform substantially to the provisions of the TDA of 1971, as amended, including the provision of PUC 99275.5; and

WHEREAS, SANDAG finds these claims for FY 2026 to be in conformance with the Regional Transportation Plan;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. That the Board of Directors, pursuant to GC 29532, does hereby approve the allocation of TDA funds to the following claimants for purposes listed below:

Claim No.	Claimant	Allocation
26031001	Metropolitan Transit System (MTS) Operating	\$ 6,414,097
26041001	North County Transit District (NCTD) Operating	2,608,917
26061000	Coordinated Transportation Service Agency Operating	184,143
<b>Total</b>		<b>\$ 9,207,157</b>

2. That the Board of Directors does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions and payment schedules to the San Diego County Auditor as are necessary and legal for payment of these claims.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

Chair

Secretary

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

## **Approving the Allocation of FY 2026 Transportation Development Act Funds Article 8 Special Provisions**

WHEREAS, the Transportation Development Act (TDA) claimant listed below has submitted claims for FY 2026 TDA funds pursuant to Chapter 4, Article 8, of the Public Utilities Code (PUC); and

WHEREAS, pursuant to Section 29532 of the Government Code (GC), the San Diego Association of Governments (SANDAG) has analyzed the claims and determined that the claims conform substantially to the provisions of the TDA, as amended; and

WHEREAS, SANDAG finds these claims for FY 2026 to be in conformance with the Regional Transportation Plan;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. That the Board of Directors, pursuant to GC 29532, does hereby approve the allocation of TDA funds for costs associated with the operation of express bus services (PUC 99400.6), and the operation of commuter ferry service (PUC 99400.7) as shown below:

<b>Claim No.</b>	<b>Claimant</b>	<b>Allocation</b>
	Metropolitan Transit System (MTS)	
26031002	Operating for Express Bus Service	\$ 667,609
26031003	Operating for Ferry Service	<u>296,062</u>
	<b>Total</b>	<b>\$ 963,671</b>

2. That the Metropolitan Transit System is directed to pass-through to the City of Coronado its appropriate share of TDA funding for operation of Ferry Service; and
3. That the Board of Directors does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions and payment schedules to the San Diego County Auditor as are necessary and legal for payment of these claims.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

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**Chair**

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**Secretary**

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

DRAFT



## **Approving the Allocation of FY 2026 State Transit Assistance Claim to the North County Transit District**

WHEREAS, the North County Transit District (NCTD) has filed a claim for State Transit Assistance (STA) funds in the amount of \$12,042,825 for FY 2026 pursuant to Section 6730(a) of Title 21 of the California Code of Regulations (CCR); and

WHEREAS, NCTD has affirmed all certifications required by Section 6754 (NCTD Affirmation), attached as Attachment 2, Exhibit B; and

WHEREAS, the San Diego Association of Governments (SANDAG) Board of Directors (Board) has considered the NCTD Affirmation as Exhibit B to the Board Report supporting the Board's consideration of this Resolution; and

WHEREAS, at its June 27, 2025, meeting, the Board determined that NCTD was eligible to receive TDA funds, including satisfaction of the eligibility requirements outlined in PUC section 99314.6;

NOW THEREFORE BE IT RESOLVED, by the Board of Directors as follows:

1. That the Board finds that the above claim is in substantial conformance with the provisions of the Transportation Development Act of 1971, as amended, and meets the specific requirements of Section 6754 of Title 21 of the CCR; and
2. That the Board does hereby find valid all elements of the NCTD Affirmation and hereby adopts such Affirmation as though fully set forth herein; and
3. That the Board does hereby find NCTD's proposed expenditures are in conformity with the SANDAG 2021 Regional Transportation Plan; and
4. That the Board does hereby find that SANDAG has given priority consideration to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance existing public transportation services, and to meet high priority regional, countywide, or area-wide public transportation needs; and
5. That, considering the improvements recommended to NCTD and the efforts by NCTD to implement such recommendations (such improvements and recommendations are included in the attachments to Item X, of the June 27, 2025 Board meeting, which are incorporated herein by reference), the Board does hereby find that NCTD has made a reasonable effort to implement the productivity improvements recommended pursuant to Public Utilities Code section 99244; and
6. That the Board does hereby find that NCTD is in compliance with the eligibility requirements of Public Utilities Code section 99314.6; and

7. That the Board does hereby approve the allocation of STA to the following claimants for purposes listed below:

Claim No.	Claimant	Allocation
26041003	North County Transit District (NCTD)	
	Operating	\$ 12,042,825
	Capital	-
Total		\$ 12,042,825

8. That the Board does hereby authorize the Chief Executive Officer to prepare and transmit allocation instructions to the San Diego County Auditor as are necessary and legal for payment of this claim.

PASSED AND ADOPTED this 27<sup>th</sup> day of June 2025.

Attest:

Chair

Secretary

**Member Agencies:** Cities of Carlsbad, Chula Vista, Coronado, County of San Diego, Del Mar, El Cajon, Encinitas, Escondido, Imperial Beach, La Mesa, Lemon Grove, National City, Oceanside, Poway, San Diego, San Marcos, Santee, Solana Beach, and Vista.

**Advisory Members:** Association of Planning Groups - San Diego County, California Department of Transportation, Imperial County, Metropolitan Transit System, Mexico, North County Transit District, Port of San Diego, San Diego County Regional Airport Authority, San Diego County Water Authority, Southern California Tribal Chairmen's Association, and U.S. Department of Defense.

June 20, 2025

## TransNet Environmental Mitigation Program Land Management Grant Program Project Amendment

### Overview

The TransNet Environmental Mitigation Program Land Management Grant (EMP LMG) Program allocates funding to land managers to help maintain and enhance the integrity and size of regional habitat preserves and protects endangered species. These efforts help maintain the region's biological integrity, avoiding the future listing of species as endangered.

[SANDAG Board Policy No. 035](#) outlines project milestones and completion deadlines that grantees must adhere to. Section 4.3 of the policy states that extension requests beyond twelve months aggregate or that would cause the project to miss a completion deadline must be approved by the appropriate Policy Advisory Committee.

### Key Considerations

On [October 28, 2022, \(Item 7\)](#), the Board of Directors awarded \$2.4 million in TransNet EMP LMG funding for the Cycle 10 program, including \$79,876.80 to the San Diego Habitat Conservancy (SDHC) for its San Diego Thornmint Enhancement Project (Project). The project will expand and enhance three populations of San Diego Thornmint on SDHC-managed property by improving habitat and increasing the seed bank of this plant, thereby reducing the likelihood of extinction in our region. SDHC received the Notice to Proceed on the Project on April 21, 2023, which was later than anticipated due to SANDAG implementing enhanced project reviews and training sessions with all awarded applicants regarding state labor compliance requirements. Due to the delayed Project start, SDHC requested a 10-month time extension in February 2024, which was approved by staff and extended the grant termination date to June 27, 2025.

SDHC is requesting a second amendment for a 12-month time extension due to the lack of rainfall during the winter of 2024-2025, resulting in less-than-ideal seeding conditions. The extension will enable seed planting and weed control during the 2025-2026 winter. Additional details on the SDHC request can be found in Attachment 1. This request was brought to the TransNet Independent Taxpayer Oversight Committee on [June 11, 2025, \(Item 7\)](#), and ITOC members expressed support for the time extension.

### Next Steps

If approved, the grant termination date would be extended to June 27, 2026. If not approved, the grant will expire on June 27, 2025, and the unexpended grant balance, approximately \$35,668, will be returned to the EMP LMG program for use in the Cycle 11 call for projects.

**Susan Huntington, Director of Financial Planning, Budgets, and Grants**

Attachments: 1. SDHC Amendment Request Letter  
2. Proposed Project Schedule

### Action: Recommend

The TransNet Independent Taxpayer Oversight Committee recommends that the Transportation Committee approve a 12-month time extension for the San Diego Habitat Conservancy's Thornmint Enhancement Project.

### Fiscal Impact:

None.

### Schedule/Scope Impact:

If approved by the Transportation Committee, the San Diego Habitat Conservancy's Thornmint Enhancement Project will be completed by June 27, 2026.



May 9, 2025

Jenny Russo  
Grants Program Manager  
SANDAG  
401 B Street, Suite 800  
San Diego, CA 92101

Subject: Amendment Request for Agreement Number S1125501 Regarding the San Diego Thornmint Enhancement Project

Dear Mr. Russo,

The San Diego Habitat Conservancy (SDHC) is requesting an amendment to grant agreement number S1125501 for a 12 month extension for the San Diego Thornmint Enhancement Project (Project). The requested extension will allow for additional seed installation and weed control due to the lack of rainfall during the winter 2024-2025. SANDAG Board Policy No. 035 Competitive Grant Program Procedures requires the following information to be provided to substantiate the request.

**Previous efforts undertaken to maintain the project schedule.**

The grant was executed on February 27, 2023, with an original project period of 18 months ending on August 27, 2024. On February 22, 2024, SDHC requested an extension for 10 months due to a delayed notice-to-proceed, which was approved for a new end date of June 27, 2025. SDHC anticipated performing additional seeding and weed control during the extended schedule; however, due to a lack of rainfall, conditions were not suitable for seeding and weed control was minimal.

**A detailed explanation on the reason for delay, and how it was unavoidable.**

As noted above, SDHC was planning to perform the additional seed installation to take advantage of natural rainfall; however, winter 2024-2025 yielded less than average rainfall, SDHC was advised by local authorities to put off seeding efforts until next seasons rainfall. Seeding this rare plant with less than suitable conditions would have been a waste of seed that was timely and costly to collect.

**Demonstrate the ability to succeed in the extended timeframe the grantee is requesting.**

During the initial year of this Project, SDHC installed the seed as planned and observed successful growth in both seeded populations. We work with experienced botanists and researchers that monitor local San Diego thornmint populations, and we defer to their guidance on our conservation activities for this species. Delaying use of these funds will greatly improve our ability to fund the enhancement of these local populations.



Enclosed with this letter is the revised project schedule that would be included in the grant amendment, if approved. Thank you for considering this request. Please contact Vince Rivas, Habitat Manager at 619.365.4839 or VinceR@sdhabitat.org with any questions.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Don Scoles', is shown on a light blue background.

Don Scoles  
Executive Director

Enclosure: Revised Project Schedule

Exhibit C - Project Schedule						
Task #	Task Name	Task Start Date <sup>1</sup>	Months Needed to Complete Task (Current)	Months Needed to Complete Task (Revised)	Task End Date (Current)	Task End Date (Revised)
1	ACIL Monitoring	2 Months from NTP	16 Months	38 Months	18 Months	40 Months
2	Invasive Control in surrounding ACIL areas	2 Month from NTP	16 months	38 Months	18 Months	40 Months
3	Reporting and Invoicing	3 Months from NTP	15 Months	37 Months	18 Months	40 Months
4	Administrative	1 Month from NTP	17 Months	39 Months	18 Months	40 Months
<sup>1</sup> Assumes Fall 2022 Notice to Proceed. If ACIL does not express due to the delay of NTP or weather conditions, an additional year will be requested to fulfill Task 1. ACIL monitoring.						

June 20, 2025

## Flexible Fleets Pilot Grant Program Final Call for Projects

### Overview

Flexible Fleets comprise various modes of on-demand, shared mobility services typically requested or reserved through a smartphone application or call center. In 2023, the SANDAG Board of Directors approved an amendment to the budget that authorized federal funding to develop and implement a grant program to pilot Flexible Fleets projects in the region.

### Key Considerations

The Flexible Fleets Pilot Grant Program is intended to pilot projects that expand shared mobility travel choices, enhance transit connections, fill transit gaps, improve air quality, and advance the goals of the Regional Plan. The Program will fund projects that can serve as models for the region and demonstrate the ability to sustain operations following the expiration of the grant.

A summary of the feedback received from working groups, the Transportation Committee, and the changes made is included in Attachment 4. Staff condensed the performance metrics and made several revisions to the scoring criteria, outlined in Attachments 2 and 3.

Staff also heard from the working groups that there is a desire to fund existing projects. Staff researched the Program's funding source and discovered that it does not allow for the continuation or expansion of existing projects. Therefore, only new services that are not currently operating or have not operated in the past ten years are eligible. The funding also requires that all operations be completed, and expenses incurred by December 31, 2028. SANDAG continues to seek sustainable funding for ongoing Flexible Fleet service operations.

Eligible applicants include federal, state, and local governmental agencies, tribal governments, transit operators, and military institutions. Eligible costs will include service operations and supportive infrastructure expenses, as outlined in the Call for Projects (Attachment 1). Applicants must provide 11.47% of the total project cost in matching funds, which may include in-kind staff time.

### Next Steps

With the recommendation of the Transportation Committee, staff will bring the final Call for Projects to the Board for approval to be released in summer 2025. The application period will be open for 90 days. Applications will be reviewed by an external evaluation panel with experience in deploying and operating Flexible Fleet services. The funding recommendations are expected to be brought to the Transportation Committee and Board of Directors in early 2026. Projects would begin shortly thereafter.

**Antoinette Meier, Senior Director of Regional Planning**

**Susan Huntington, Director of Financial Planning, Budgets, and Grants**

Attachments: 1. Final Flexible Fleets Pilot Grant Program Call for Projects  
2. Final Flexible Fleets Pilot Grant Program Performance Metrics  
3. Final Flexible Fleets Pilot Grant Program Scoring Rubric  
4. Summary of FFGP Feedback and Revisions

### Action: **Recommend**

The Transportation Committee is asked to recommend that the Board of Directors approve the release of the Flexible Fleets Pilot Grant Program Call for Projects.

### Fiscal Impact:

Up to \$4.5 million will be made available through the Call for Projects through Overall Work Project No. 3501000: Flexible Fleets Pilots.

### Schedule/Scope Impact:

Pending Board approval, staff anticipates releasing the Call for Projects in summer 2025.





## Final Flexible Fleets Pilot Grant Program

### Call for Projects

### Program Website

[www.sandag.org/flexiblefleets](http://www.sandag.org/flexiblefleets)

### Program Contact

SANDAG Grants Distribution Team  
[grantsdistribution@sandag.org](mailto:grantsdistribution@sandag.org)

### Eligible Applicants

- Federal, state, and local governments
- Tribal governments
- Transit districts
- Military institutions

### Eligible Services

- Carshare
- Micromobility
- Microtransit
- Neighborhood Electric Vehicle
- Rideshare (excluding Vanpool)

### Example Projects and Activities

- Service Operations
  - Direct operations of an eligible Flexible Fleets service
  - Contracted Flexible Fleets services
- Supportive Infrastructure & Goods
  - Vehicle procurement
  - Software/hardware
  - Other supportive infrastructure (e.g., charging, docking stations, right-of-way improvements, signage, and wayfinding)

### Program Overview

The San Diego Association of Governments (SANDAG) is soliciting applications for its Flexible Fleets Pilot grant program. The grant program will plan, deploy, and monitor Flexible Fleet pilots aimed at expanding shared mobility travel choices, enhancing transit connections, filling transit gaps, improving air quality, and advancing the goals of the Regional Plan.

**Funding Source:** Federal Highway Administration's (FHWA) Surface Transportation Block Grant (STBG)

**Amount of Funding Available:** \$4,500,000

**Maximum Award:** \$1,000,000

### Matching Funds

Matching Funds are required. Applicants must provide 11.47% of the Total Project Cost in Matching Funds.

### Project Types

New Service – A service that is not currently operating or has not operated in the past ten years. Expansion of an Existing Project is not considered a New Service.

### Performance Period

Service operations must begin within one year of the grant agreement Notice to Proceed and **must be completed by December 31, 2028**. Extensions to this date will not be provided.

### Anticipated Timeline

Activity	Date
Release of the Call for Projects	7/28/2025
Deadline to Protest Call for Projects contents	8/4/2025
Pre-Application Webinar	8/13/2025
Call for Projects Question Deadline (by 5 p.m.)	10/20/2025
Deadline to request application assistance	10/20/2025
Responses to all questions released in BidNet	10/24/2025
<b>Application Deadline (by 5 p.m.)</b>	<b>10/31/2025</b>
<b>Applicant Resolution Deadline</b>	<b>12/1/2025</b>
SANDAG Transportation Committee Meeting (proposed funding recommendations)	2/6/2026
SANDAG Board of Directors Meeting (proposed funding recommendations)	2/13/2026
Grant Agreements Executed/Notices to Proceed Issued	March 2026



Free Language Assistance | Ayuda gratuita con el idioma | Libreng Tulong sa Wika | Hỗ trợ ngôn ngữ miễn phí  
免費語言協助 | 免費語言協助 | مساعدة ترجمة مجانية | 무료 언어 지원 | كمك زبان رایگان | 無料の言語支援 | Бесплатная языковая помощь  
Assistência linguística gratuita | मुफ्त भाषा सहायता | Assistance linguistique gratuite | ជំនួយភាសាឥតគិតថ្លៃ | ఉచిత భాషా సహాయం  
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<b>1.</b>	<b>Glossary of Key Terms.....</b>	<b>1</b>
<b>2.</b>	<b>List of Resources.....</b>	<b>5</b>
<b>3.</b>	<b>Background.....</b>	<b>7</b>
<b>3.1.</b>	<b>About SANDAG.....</b>	<b>7</b>
<b>3.2.</b>	<b>Flexible Fleets Pilot Grant Program.....</b>	<b>8</b>
3.2.1.	Overview.....	8
3.2.2.	Goal(s) and Objectives.....	8
<b>4.</b>	<b>Eligibility.....</b>	<b>8</b>
<b>4.1.</b>	<b>Eligible Applicants, Subapplicants, Consultants, and Contractors.....</b>	<b>8</b>
4.1.1.	Eligible Applicants.....	8
4.1.2.	Competitive Procurement Requirements for Subapplicants, Consultants, and Contractors.....	9
4.1.3.	Single Audit Requirement.....	9
<b>4.2.</b>	<b>Eligible Projects.....</b>	<b>9</b>
4.2.1.	Eligible Modes and Services.....	9
4.2.2.	Eligible Project Types.....	9
<b>4.3.</b>	<b>Other Project Eligibility Requirements.....</b>	<b>10</b>
4.3.1.	Safety Requirements.....	10
4.3.2.	Notice of Prevailing Wage.....	10
4.3.3.	Insurance Requirements.....	10
<b>5.</b>	<b>Funding.....</b>	<b>10</b>
<b>5.1.</b>	<b>Available Funding.....</b>	<b>10</b>
<b>5.2.</b>	<b>Maximum Grant Awards.....</b>	<b>11</b>
<b>5.3.</b>	<b>Match Requirement.....</b>	<b>11</b>
<b>5.4.</b>	<b>Eligible and Ineligible Expenses.....</b>	<b>11</b>
5.4.1.	Federal Contract Cost Principles and Procedures.....	11
5.4.2.	Eligible Expenses.....	11
5.4.3.	Ineligible Activities and Expenses.....	11
<b>5.5.</b>	<b>Indirect Costs.....</b>	<b>12</b>
<b>6.</b>	<b>Other Program Requirements.....</b>	<b>12</b>
<b>6.1.</b>	<b>Federal Provisions.....</b>	<b>12</b>
6.1.1.	Disadvantaged Business Enterprise.....	12
6.1.2.	Drug and Alcohol Testing.....	12

6.1.3.	Buy America .....	12
<b>6.2.</b>	<b>Non-Discrimination.....</b>	<b>13</b>
<b>6.3.</b>	<b>Title VI.....</b>	<b>13</b>
<b>6.4.</b>	<b>Limited English Proficient Populations .....</b>	<b>14</b>
<b>6.5.</b>	<b>ADA Compliance .....</b>	<b>15</b>
<b>6.6.</b>	<b>Equal Employment Opportunity .....</b>	<b>15</b>
<b>6.7.</b>	<b>SANDAG Board Policy No. 035 .....</b>	<b>15</b>
6.7.1.	Applicant Resolution .....	15
6.7.2.	Grant Agreement Execution.....	16
6.7.3.	Project Milestone and Completion Deadlines .....	16
<b>6.8.</b>	<b>Performance Measures.....</b>	<b>16</b>
<b>6.9.</b>	<b>Project Implementation and Oversight Requirements .....</b>	<b>17</b>
6.9.1.	Project Communication.....	17
6.9.2.	Quarterly Progress Reports .....	17
6.9.3.	Financial Management.....	18
6.9.4.	Invoices.....	18
6.9.5.	Matching Funds.....	19
6.9.6.	Final Progress Report, Invoice, and Project Closeout .....	19
<b>6.10.</b>	<b>Public Record and Record Retention Policy .....</b>	<b>19</b>
<b>7.</b>	<b>Application and Submittal Process .....</b>	<b>19</b>
<b>7.1.</b>	<b>Application Materials .....</b>	<b>19</b>
<b>7.2.</b>	<b>Applicant Webinar, Questions, and Application Assistance .....</b>	<b>20</b>
7.2.1.	Pre-Application Webinar.....	20
7.2.2.	CFP Questions.....	20
7.2.3.	Application Assistance .....	20
<b>7.3.</b>	<b>Submittal Process .....</b>	<b>20</b>
<b>8.</b>	<b>Application Evaluation Process and Awards .....</b>	<b>21</b>
<b>8.1.</b>	<b>Responsiveness and Eligibility Review .....</b>	<b>21</b>
8.1.1.	Responsiveness Review.....	21
8.1.2.	Eligibility Review.....	21
8.1.3.	Notice to Cure Application Deficiencies.....	21
8.1.4.	Pre-Award Risk Assessment .....	22
<b>8.2.</b>	<b>Scoring and Awarding of Funds.....</b>	<b>22</b>

8.2.1.	Qualitative Scoring.....	22
8.2.2.	Quantitative Scoring.....	23
8.2.3.	Calculation of Total Application Scores.....	23
8.2.4.	Tiebreakers .....	23
8.2.5.	Minimum Total Application Score .....	23
8.2.6.	Funding Recommendations .....	23
8.2.7.	Partial Awards.....	23
8.2.8.	Notice of Intent to Award.....	24
8.2.9.	Protests .....	24
8.2.10.	Approval of the Funding Recommendations and Contingency List.....	24
<b>9.</b>	<b>Grant Agreement Execution.....</b>	<b>24</b>
<b>9.1.</b>	<b>Insurance Certificates .....</b>	<b>24</b>
<b>9.2.</b>	<b>Title VI Program .....</b>	<b>25</b>
<b>9.3.</b>	<b>Grant Agreement Signature .....</b>	<b>25</b>
<b>9.4.</b>	<b>Notice to Proceed and Grant Term.....</b>	<b>25</b>
<b>9.5.</b>	<b>Federal Subaward Report.....</b>	<b>25</b>

## 1. Glossary of Key Terms

**Americans with Disabilities Act (ADA)** prohibits discrimination against and ensures equal opportunity for persons with disabilities in employment, state and local government services, public accommodations, commercial facilities, and transportation (42 USC 12101 et seq.).

**Applicant** is an organization that is considering or has submitted an application in response to a CFP.

**Application Deadline** is the date and time by which applications must be submitted in BidNet to be considered. Applications submitted after the Application Deadline will not be considered. The Application Deadline is located on the first page of this CFP.

**Average Qualitative Score** is the sum of all evaluator scores for an application divided by the number of evaluators. The score is added to the application's Quantitative scores to produce the Total Application Score.

**California Department of Transportation (Caltrans)** is the state agency responsible for administering the STBG funding.

**Call for Projects (CFP)** is the document that SANDAG releases to solicit applications to receive grant funding. The CFP contains information such as Applicant and project eligibility, the application submittal requirements, and the process SANDAG uses to select applications to receive funding, including the evaluation criteria.

**Carshare** is a mode of Flexible Fleet consisting of a variety of short-term car rental services (less than a day) that are reserved and managed through a smartphone application. Services can incorporate fixed stations with dedicated parking spaces or free-floating pick-up and drop-off options within a designated zone. Carshare services typically offer round-trip (car must be returned to its original space) or one-way trip options (car can be dropped off anywhere within a geofence).

**Code of Federal Regulations (CFR)** is the codification of the general and permanent rules published in the Federal Register by the departments and agencies of the Federal Government. An electronic version is available at <https://www.ecfr.gov/>.

**Demand Responsive Service** is any non-fixed route system of transporting individuals that requires advanced scheduling, including services provided by public entities, private nonprofit organizations, and private providers.

**Direct Cost** is an expense that can be directly assigned to a grant relatively easily and with high accuracy. It typically consists of salaries, consultant or contractor services, and other expenses that would not otherwise exist if the project were not in existence.

**Existing Project** is a Flexible Fleet project or service that is currently operating or has operated in the past ten years. Existing microtransit and NEV service zones are included in the Flexible Fleets Grant Program Mapping Tool, which is provided in the resources section. Existing Projects are not eligible for funding through the Flexible Fleets Pilot Grant Program.

**Federal Audit Clearinghouse** is a federal website that SANDAG uses to review an Applicant's federal grant audits to assist with the pre-award risk assessment. The website contains a

searchable database for single audit submissions from 2016 to the current fiscal year. The website is available at <https://www.fac.gov/>.

**Federal Funding Accountability and Transparency Act (FFATA)** requires the federal Office of Management and Budget to maintain a single, searchable website that contains information on all Federal spending awards.

**Federal Highway Administration (FHWA)** is a USDOT division specializing in highway transportation. FHWA has authority over the STBG funding that is being used for this grant program.

**Federal Register** is the official journal of the federal government of the United States that contains government agency rules, proposed rules, and public notices. It is published every weekday except on federal holidays. It is available at <https://www.federalregister.gov/>.

**Federally Negotiated Indirect Cost Rate (FNICR)** is an Indirect Cost Rate applicable to a specified past period that a federal agency has approved for use. All federal agencies and pass-through entities must accept the rate. An agency typically receives a Negotiated Indirect Cost Rate Agreement (NICRA) that includes the FNICR.

**Flexible Fleets** is an initiative that uses on-demand transportation services to move around the region. Riders can use these services to reach their destinations or to connect to high-speed transit. Flexible Fleets consists of a variety of on-demand, shared mobility services that are typically requested or reserved through a smartphone application or call center. The goal of this initiative is to provide affordable transportation choices for all users while helping to improve air quality and advance the goals of the Regional Plan.. Flexible Fleet service modes include Micromobility, Neighborhood Electric Vehicle, Carshare, Rideshare, and Microtransit.

**Flexible Fleets Pilot Grant Program** is a new, one-time grant program being offered by SANDAG to pilot projects that implement Flexible Fleets.

**Grant Term** is the period of time during which expenses for project-related activities can be incurred to be eligible for reimbursement. It begins on the NTP date and extends through the grant agreement expiration date, which will be December 31, 2028. Extensions to this date will not be provided.

**Grantee** is an organization that has been awarded funding through the Flexible Fleets Grant Program and has entered into a grant agreement with SANDAG.

**Indirect Cost Allocation Plan (ICAP)** is the documentation prepared by an agency to substantiate its request to establish an Indirect Cost Rate.

**Indirect Cost** is an expense incurred for a common or joint purpose benefiting more than one cost objective or project and cannot be readily assigned to a specific grant, contract, or other activity. Indirect costs typically include rent, insurance, copying expenses, fringe benefits, and other costs not directly charged to the grant project that the local jurisdiction's general fund typically supports.

**Indirect Cost Rate** is the ratio (expressed as a percentage) of the Indirect Costs to a Direct Cost base.

**Individuals with Limited English Proficiency (LEP)** are persons for whom English is not their primary language and have a limited ability to read, write, speak, or understand English.

Individuals with LEP include those who report to the U.S. Census that they speak English less than very well, not well, or not at all.

**Low-income Person** refers to an individual whose family income is at or below 200% of the poverty line as defined by the Office of Management and Budget based on the most recent data available from the U.S. Census Bureau for a household of the size being evaluated.

**Low-Income Population** refers to any readily identifiable group of low-income persons who live in geographic proximity, and, if circumstances warrant, geographically dispersed/transient persons (such as migrant workers or Native Americans) who will be similarly affected by a proposed SANDAG-funded program, policy, or activity.

**Match Percentage** is calculated by dividing the total Matching Funds by the sum of the Matching Funds and the grant award.

**Matching Funds** is the funding other than the grant award that goes towards the Total Project Cost. It is often represented as a percentage of the Total Project Cost.

**Micromobility** is a mode of Flexible Fleet consisting of small, low-speed vehicles such as e-scooters, e-bikes, and other electric rideables.

**Microtransit** is a mode of Flexible Fleet consisting of multi-passenger shuttles that can carry up to 15 passengers and provide rides within a defined service area.

**Minimum Total Application Score** is the Total Application Score value that an application must be equal to or greater than to be eligible to receive funding from this CFP.

**Neighborhood Electric Vehicle (NEV)** is a mode of Flexible Fleet consisting of low-speed electric vehicle shuttles that are used for short trips (up to three miles). NEVs typically operate on a fixed route or an on-demand route, where the NEV shuttle can be hailed with a smartphone application.

**New Service** is a Flexible Fleet project or service that is new to the region, is not currently operating, or has not operated in the past ten years. Expansion of an Existing Project is not considered a New Service.

**Non-Scalable Project** is a project whose scope of work cannot be reduced because doing so (a) is not possible, (b) would create an incomplete project that contributes little to the grant program goals or provides little value to those intended to benefit from the project, or (c) would have scored substantially differently in the competitive process with a reduced scope of work.

**Notice to Proceed (NTP)** is a written notice issued by SANDAG that allows the Grantee to begin working on the project and marks the beginning of the Grant Term.

**Office of Foreign Assets Control Sanctions List Search** is a federal website that SANDAG uses to determine whether an Applicant is eligible to receive federal funding. The website contains a searchable database of all individuals and organizations that are subject to trade sanctions by the federal government. The website is available at <https://sanctionssearch.ofac.treas.gov>.

**Performance Measure** is the numeric value assigned to the Performance Metric to show the quantity or extent of the item being observed by the metric. For example, the number of



participants that attend an outreach meeting for a project is the Performance Measure that could be used to demonstrate the Performance Metric on increased stakeholder engagement.

**Performance Metric** is the specific, quantifiable unit of measurement that will be used to determine a project's success in meeting the Flexible Fleets Pilot Grant Program's goals and objectives. For example, a Performance Metric could be the number of Flexible Fleet trips completed over a specific period of time.

**Project Milestone and Completion Deadlines** are outlined in SANDAG Board Policy No. 035 and require Grantees to complete and implement projects quickly so the public can benefit from project deliverables as soon as possible. Failure to meet the deadlines following SANDAG's issuance of the NTP on the project may result in the revocation of all grant funds not already expended.

**Qualitative Criteria** are subjective criteria in which discretion is needed to provide a score. Often, Qualitative Criteria evaluate how well an Applicant responded to an application question or how well the proposed project will achieve a stated goal. These criteria are subjective in nature, and scores are determined at the evaluator's discretion.

**Quantitative Criteria** are objective criteria for which a formula or conditional statement is used to provide a score. Often, Quantitative Criteria seek to evaluate a project-related data point or metric against a range or scale and assign a point value based on where the data point or metric falls within the range or scale. Other Quantitative Criteria assign a point value based on responses to a conditional statement, such as a yes/no question or the presence or absence of a condition.

**Regional Plan** refers to the SANDAG Regional Transportation Plan, a federal- and state-mandated planning document prepared by SANDAG that describes existing and projected transportation needs, conditions, and financing affecting all modes of transportation over a planning period of at least 20 years. The most recently adopted version, the 2021 Regional Plan, was approved in December 2021. More information on the Regional Plan is available here: <https://www.sandag.org/regional-plan>.

**Ridehailing** is an on-demand service that links passengers with available drivers, such as Uber, Lyft, and taxis.

**Rideshare** is a mode of Flexible Fleet consisting of carpool and pooled Ridehailing services such as uberPOOL and Lyft Shared.

**Scalable Project** is a project whose scope of work can be reduced while furthering the grant program goals and providing significant value to the public intended to benefit from the project. SANDAG staff will consider how the project would have scored in the competitive process if the scope of work were reduced. If the project had scored substantially the same with the scaled-down scope of work and the scaled-down project would further the grant program goals and provide significant value to the public, then the project may be scaled.

**Subapplicant** is an entity that would serve as a third-party contractor or consultant under an Applicant if the Applicant's proposed project is awarded funding.

**Surface Transportation Block Grant Program (STBG)** funds are federal gas tax dollars distributed by Caltrans to areas within the state for roads, transit, non-motorized, and other transportation needs. The program was formerly known as the Regional Surface

Transportation Program (RSTP). STBG funds are being used to fund the Flexible Fleets Pilot Grant Program.

**System for Award Management** is a federal website that SANDAG uses to determine whether an Applicant is eligible to receive federal funding. The website contains a searchable database of all individuals and organizations that are debarred, suspended, or otherwise excluded from receiving government contracts or funding. The database also contains information regarding SANDAG subawards pursuant to FFATA. The website is available at [www.sam.gov](http://www.sam.gov).

**Total Application Score** is the sum of an application's Average Qualitative Score and the application's Quantitative scores. The score determines the order in which projects are recommended to receive funding through this CFP.

**Total Project Cost** is calculated as the sum of the grant award and the Matching Funds.

**Transportation Committee (TC)** is one of six policy advisory committees at SANDAG that advise the Board of Directors on policy-level matters related to transportation, including the Regional Plan. The TC reviews and provides recommendations to the Board on the eligibility and evaluation criteria of the CFP and reviews and provides recommendations to the Board on the Flexible Fleets Pilot Grant Program funding recommendations. The TC also receives quarterly reports on the status of each awarded grant and has the authority to grant time extensions for individual projects. More details on TC are available [here](#).

**Unique Entity Identifier (UEI)** is a number assigned to an agency or organization when it registers in the System for Award Management. SANDAG requests the UEI of each Applicant to review federal records and ensure the Applicant is not debarred, suspended, or subject to trade sanctions. SANDAG also uses the UEI number to review federal records regarding an Applicant when completing the pre-award risk assessment. More information on UEIs is available [here](#).

**United States Code (USC)** is the official codification of the general and permanent federal statutes of the United States. It contains 53 titles, which are organized into numbered sections. The USC does not include regulations issued by executive branch agencies, decisions of the Federal courts, treaties, or laws enacted by State or local governments. Regulations issued by executive branch agencies are available in the CFR. Proposed and recently adopted regulations may be found in the Federal Register.

**United States Department of Transportation (USDOT)** is one of the executive departments of the federal government, whose mission is to deliver the world's leading transportation system through the safe, efficient, sustainable, and accessible movement of people and goods. The USDOT has 11 operating administrations, including the FHWA, Federal Transit Administration, Federal Railroad Administration, and National Highway Traffic Safety Administration, among others.

## 2. List of Resources

Below is a list of resources referenced in this CFP and a description of how to use these resources.

Resource/Links	What to do?
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<a href="#">BidNet</a>	Access the CFP materials, submit and receive responses to questions, receive any updates to the CFP, and submit a completed application for consideration.
<a href="#">Draft Proposed 2025 Regional Plan Transportation Network: San Diego Region</a>	Reference the Microtransit and NEV Service Zones in this document to inform project planning.
<a href="#">Federal Audit Clearinghouse</a>	Review the Applicant's prior single audit submissions to the federal government to determine potential pre-award risk assessment topics that SANDAG may identify.
<a href="#">Flexible Fleets Implementation Strategic Plan</a>	Review the document that provides a roadmap for planning and implementing Flexible Fleet programs in communities across the region. The Plan includes a description of Flexible Fleets services, a review of case studies, a summary of outreach to SANDAG's various Community-Based Organizations (CBOs), a "regional scan" of the County that identifies the suitability for Flexible Fleets services in various opportunity areas, and the Implementation Strategic Plan that identifies a path forward for deploying Flexible Fleets projects in the opportunity areas with the highest suitability.
Flexible Fleets Performance Metrics	Review the Performance Metrics that will be used to measure a project's success in meeting the Flexible Fleets goals. This resource is available in BidNet with the CFP materials.
<a href="#">Flexible Fleets Grant Program Mapping Tool</a>	Utilize the map to determine project eligibility and how points will be determined for several evaluation criteria. The map will also be used to submit information in the application. The map contains layers for the following: <ul style="list-style-type: none"> <li>• Transit Stops and a half-mile buffer area</li> <li>• Military facilities</li> <li>• Tribal lands</li> <li>• Jurisdiction boundaries</li> <li>• Existing Microtransit and NEV service zones (excluding Micromobility, Rideshare, and Carshare)</li> </ul>
<a href="#">Flexible Fleets Webpage</a>	Learn about Flexible Fleets, SANDAG's on-call contracts for service providers, and other Flexible Fleet services in operation in Pacific Beach and Oceanside.
<a href="#">LEP Website</a>	Review information, tools, and technical assistance provided by the US Department of Justice for compliance with federal LEP requirements.
<a href="#">SANDAG Board Policy No. 035</a>	Review the Board Policy that governs SANDAG's Competitive Grant Programs and provides the milestone and completion deadlines.
SANDAG Grant Programs ADA and Title VI Guide	Review the Guide that includes templates, tools, and instructions to assist Grantees in meeting their ADA and Title VI requirements. This resource is available in BidNet with the CFP materials.

SANDAG Grant Programs ADA and Title VI Guide Templates	Use these templates to develop the Grantee's Title VI program. This resource is available in BidNet with the CFP materials.
<a href="#">SANDAG Grant Programs Webpage</a>	Explore SANDAG's grant programs, review grant project progress reports, and access documents applicable across all grant programs, such as the Grant Program Protest Procedures and BidNet registration and navigation information.
<a href="#">SANDAG Language Assistance Plan</a>	Review the document that outlines the measures that SANDAG will take to assist LEP persons. It also identifies how SANDAG trains employees and provides notice to people with LEP, and details how the plan will be monitored.
<a href="#">System for Award Management</a>	Review the Applicant and all Subapplicant profiles in this federal website to determine whether the Applicant or any Subapplicant is debarred, suspended, or otherwise excluded from receiving government contracts or funding. The website also contains the Applicant's UEI number and additional information that SANDAG will review in the pre-award risk assessment.

### 3. Background

#### 3.1. About SANDAG

The San Diego Association of Governments (SANDAG) is the San Diego region's primary public planning, transportation, and research agency, comprising the 18 cities and the County of San Diego. SANDAG serves as the public forum for regional policy decisions about growth, transportation, environmental management, housing, open space, energy, public safety, and binational collaboration.

SANDAG's vision is to pursue a brighter future for everyone living, working, or recreating in the San Diego region. To this end, SANDAG plans and implements projects that seek to use land more wisely, build a more efficient and accessible transportation system, protect the environment, improve public health, promote a strong regional economy, better manage our access to energy, incorporate accessibility into the planning process, address pressing needs on tribal lands, and support a vibrant international border.

SANDAG receives local, state, and federal funds to implement regional policies, programs, and projects that advance its vision. SANDAG passes through a portion of its funding through several [competitive grant programs](#). These grant programs provide local, state, and federal funding to local jurisdictions, nonprofits, and other partners to accomplish regional goals at the local level. Grants awarded range from infrastructure projects, habitat management and monitoring efforts, and specialized transportation services for senior and disabled populations. While each grant program maintains a particular focus, all work together to enhance our region's quality of life.

## 3.2. Flexible Fleets Pilot Grant Program

### 3.2.1. Overview

Flexible Fleets, one of the key strategies in the Regional Plan, has emerged as a promising sustainable travel option. In efforts to implement the Regional Plan, SANDAG developed a Flexible Fleets Implementation Strategic Plan that identifies priority Flexible Fleet service areas and provides a detailed roadmap for deploying services in a way that helps make the region more accessible.

In 2023, the SANDAG Board of Directors approved an amendment to the Fiscal Year 2024 budget that authorized 5 million dollars in federal STBG funding to implement a Flexible Fleets Pilot Grant Program. This one-time funding is offered to help implement Flexible Fleet strategies across the region.

### 3.2.2. Goal(s) and Objectives

The Flexible Fleets Pilot Grant Program aims to plan, deploy, and monitor Flexible Fleet projects to expand shared mobility travel choices, enhance transit connections, fill transit gaps, and advance the goals of the Regional Plan. The Flexible Fleets Pilot Grant Program seeks to fund projects that can serve as models around the region and continue to be funded following the expiration of the grant. Projects funded by this program must support the objectives outlined below, which are derived from the STBG funding requirements (Section 7) and the [Flexible Fleets Implementation Strategy](#):

- Serve as model examples for Flexible Fleets in a variety of locations throughout the region
- Provide more mobility options and greater accessibility.
- Demonstrate financial sustainability through other funding sources besides the Flexible Fleets Pilot Grant Program for a period of at least one year after the grant expires.

## 4. Eligibility

### 4.1. Eligible Applicants, Subapplicants, Consultants, and Contractors

#### 4.1.1. Eligible Applicants

- Federal, state, and local government agencies
- Tribal governments
- Transit districts
- Military institutions

To be eligible to receive grant funding through this CFP, Applicants must not be debarred, suspended, or subject to trade restrictions with the United States government. SANDAG will verify through the System for Award Management and the Office of Foreign Assets Control Sanctions List Search that each Applicant is an eligible recipient.

#### 4.1.2. Competitive Procurement Requirements for Subapplicants, Consultants, and Contractors

Any third-party contract for a non-public agency Subapplicant, consultant, or contractor for which an Applicant intends to seek reimbursement must be awarded competitively. Applicants are advised not to name any non-public agency Subapplicant, consultant, or contractor in the application unless the third-party contractor has been selected in compliance with competitive procurement requirements. SANDAG does not accept requests for sole source contracts based on a third-party contractor's role in preparing an application or an existing relationship that an applicant may have established without complying with competitive procurement requirements. See the grant agreement for additional details regarding third-party contracting requirements.

#### 4.1.3. Single Audit Requirement

An Applicant that expends more than 1 million dollars in federal awards in a given fiscal year is required to have a single audit performed for that fiscal year in accordance with 2 CFR 200 unless the Applicant elects to have a program-specific audit. Applicants who meet this threshold must provide their most recent single audit to SANDAG with their application.

### 4.2. Eligible Projects

#### 4.2.1. Eligible Modes and Services

Applicants may request funding for any of the following Flexible Fleets services. All services must be provided within San Diego County.

- Carshare
- Micromobility
- Microtransit
- Neighborhood Electric Vehicle
- Rideshare
  - Please note that vanpool services are not eligible under this program. SANDAG has a robust vanpool program that offers subsidies to eligible participants. More information is available at: <https://www.sandag.org/projects-and-programs/regional-initiatives/sustainable-transportation-services/vanpool>.

Applicants can request funding for New Services only. Expansion of an Existing Project is not considered a New Service.

**All services must be completed and all grant funding expended by December 31, 2028.**

#### 4.2.2. Eligible Project Types

Eligible project categories are listed below. Applicants are encouraged to contact SANDAG by the CFP Question Deadline if they have questions about a proposed project's eligibility under this program.

- Service Operations
  - Direct operations of an eligible Flexible Fleets service
  - Contracted Flexible Fleets services

- Supportive infrastructure and goods
  - Vehicle purchase
  - Software/hardware purchase
  - Other supportive infrastructure (e.g., charging, docking stations, right-of-way improvements, signage, and wayfinding)

All projects must have pre-launch and continuous community surveying and engagement. Applicants will outline their engagement strategy within the application narrative.

If an Applicant charges a fare for their service, trips connecting to and from transit stops and stations should remain free for the duration of the SANDAG-funded program.

### 4.3. Other Project Eligibility Requirements

#### 4.3.1. Safety Requirements

All drivers must clear a criminal history check and driver records check before transporting members of the public. This includes staff drivers, contracted drivers, and volunteer drivers. Drivers must possess a valid driver's license appropriate for the vehicle driven. Drivers shall also be physically capable of safely driving the service vehicles. Vehicles funded through the Flexible Fleets Pilot Grant Program or that provide a Flexible Fleets Pilot Grant Program-funded service must be deemed safe by the Applicant before being operated.

#### 4.3.2. Notice of Prevailing Wage

California law requires that public works projects pay prevailing wages for workers. As applicable, Grantees must comply with the provisions of California Labor Code Sections 1775 et seq, which includes the payment of prevailing wages to all workers performing prevailing wage work. Additional details can be found in the grant agreement. Capital projects that include the installation of shelters, signage, or other items may be subject to prevailing wage requirements.

#### 4.3.3. Insurance Requirements

Non-public agency Applicants will be required to provide proof of insurance. The required insurance certificates and endorsements must comply with all requirements included in the grant agreement. SANDAG will not execute the grant agreement until the Grantee complies with the insurance requirements.

## 5. Funding

### 5.1. Available Funding

\$4.5 million is available through this CFP.

SANDAG reserves the right to partially fund projects and to fund less than the amount available in a given grant cycle. See the section entitled "Partial Awards".



## 5.2. Maximum Grant Awards

The maximum grant award for New Projects is \$1,000,000.

## 5.3. Match Requirement

Matching Funds are required for all Applicants. Applicants must provide at least 11.47% of the Total Project Cost in Matching Funds to be eligible. Matching Funds must be expended during the grant term. Examples of possible Matching Funds include, but are not limited to:

- Federal, state, or local funding
- Staff time, including planning and project oversight
- Private donations
- Revenues from service contracts
- Net income generated from advertising and concessions
- Donations, volunteered services, or other in-kind contributions

Applications that do not have sufficient Matching Funds will not be considered. Applicants must provide adequate documentation of Matching Funds and the match source(s) in the application.

## 5.4. Eligible and Ineligible Expenses

### 5.4.1. Federal Contract Cost Principles and Procedures

The Grantee and its third-party contractors are responsible for compliance with the federal contract cost principles and procedures outlined in 48 CFR Part 31, which will be utilized to determine the allowability of individual project cost items.

### 5.4.2. Eligible Expenses

Eligible expenses must be directly related to executing the project scope of work, including Direct and Indirect Costs. SANDAG will only reimburse costs incurred for the project after the NTP has been issued and up to the amount awarded in the grant agreement. In the event of project cost overruns, SANDAG will not pay more than the original amount specified in the grant agreement.

#### 5.4.2.1. Travel Expenses

Transportation and subsistence costs will be reimbursed at the actual costs incurred by the Grantee and its third-party contractors, as supported by receipts, shall not exceed the maximum amounts authorized for state employees, which are available at <https://www.calhr.ca.gov/employees/Pages/travel-reimbursements.aspx>. All costs, including travel, shall be invoiced to SANDAG without markup for profit.

### 5.4.3. Ineligible Activities and Expenses

Ineligible projects and activities are those that do not align with the program goals and objectives or are listed as unallowable in 48 CFR Part 31.



## 5.5. Indirect Costs

Grant funds may be used toward Indirect Costs if they are related to the project scope of work and the application indicates that reimbursement for indirect costs would be requested. Applicants requesting reimbursement for indirect costs must disclose this in their application.

Applicants must use one of the following options to receive reimbursement for indirect costs:

- If the Applicant has a FNICR recognized by the federal government, that rate must be used, and the approval must be submitted to SANDAG.
- Elect the de minimis rate under 2 CFR 200 if the Applicant has never received a FNICR. The current de minimis rate is 15%. Applicants with an ICAP approved by their elected body (e.g., City Council or Board of Supervisors), management, another individual within the agency, or any other non-federally approved agency must choose to elect the de minimis rate when charging indirect costs.

## 6. Other Program Requirements

### 6.1. Federal Provisions

The Flexible Fleets Pilot Grant Program is funded with federal STBG monies. The Grantee must abide by the FHWA Provisions included in the grant agreement.

#### 6.1.1. Disadvantaged Business Enterprise

Grantees must agree to take all necessary and reasonable steps outlined in 49 CFR 26 and USDOT regulation "Participation by Disadvantaged Business Enterprise (DBE) in DOT Financial Assistance Programs" to ensure nondiscrimination in the award and administration of third-party contracts. It is SANDAG's policy that DBEs and small businesses have an equal opportunity to participate in the performance of contracts financed in whole or in part with federal funds.

SANDAG has not established a DBE goal for this CFP; however, Grantees are encouraged to obtain DBE participation.

#### 6.1.2. Drug and Alcohol Testing

Grantees must comply with the Federal Motor Carrier Safety Administration (FMCSA) rule for all employees who hold Commercial Driver's Licenses (CDLs) (49 CFR 382). This part applies if the CDL holder operates a "commercial motor vehicle," which means a motor vehicle having a gross combination weight rating or gross vehicle weight rating of 26,001 or more pounds or which is designed to transport 16 or more passengers, including the driver (49 CFR 382.103[a][1], 49 CFR 382.107).

#### 6.1.3. Buy America

Grantees must comply with the Build America, Buy America Act (BABA), which governs steel, iron, manufactured products, and construction materials permanently incorporated into federal aid projects. BABA includes substantive changes to the existing Buy America provisions. Compliance with the new requirements is required unless the Grantee can qualify

for a waiver or exemption. Absent a waiver or exemption, the Grantee shall not approve the use of any iron, steel, manufactured products, or construction materials in grant-funded projects unless such materials have been produced in the United States, including vehicles. Additional details can be found in the grant agreement.

## 6.2. Non-Discrimination

SANDAG includes non-discrimination provisions in its grant agreements with all Grantees. Among other provisions in the SANDAG grant agreement, Grantees must include non-discrimination and compliance provisions in all contracts with third-party entities.

Grantees and all of their third-party contractors are prohibited from unlawfully discriminating, harassing, or allowing harassment of any employee or applicant for employment because of any class protected by applicable state or federal law. Grantees and their third-party contractors must ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Grantees and their third-party contractors must comply with the provisions of the California Fair Employment and Housing Act (Government Code Section 12900 et seq.) and any associated regulations (California Code of Regulations, Title 2, Section 1000 et seq.).

Grantees and their third-party contractors must provide written notice of their obligations under these provisions to labor organizations with a collective bargaining or other agreement. Because SANDAG receives federal funds, SANDAG must comply with federal requirements and regulations. Under its agreement with the federal funding agencies, SANDAG passes down applicable requirements to all Grantees and third-party contractors regardless of the grant funding source.

## 6.3. Title VI

All Grantees are required to comply and ensure compliance by all Subapplicants and third-party contractors with Title VI of the Civil Rights Act of 1964, which prohibits discrimination on the basis of race, color, and national origin. Applicants awarded Flexible Fleets Pilot Grant Program funds are required to develop a Title VI Program accepted by SANDAG and approved by their governing bodies before grant execution. All Grantees must also update their Title VI Program and seek approval from SANDAG and their governing body every three years.

All Grantees must establish and implement procedures to ensure the timely resolution of Title VI complaints and sufficiently document steps taken to investigate and address Title VI complaints.

The following components are required to be included in a Grantee's Title VI Program:

- Title VI Notice to the Public - Grantees are required to notify the public of their protection against discrimination under Title VI. The Title VI Notice to the Public must include: (1) a statement that the Grantee operates its programs without regard to race, color, or national origin; (2) a description of the procedures that members of the public should follow to request information on the Grantee's Title VI obligations; and (3) a description of the procedures that members of the public should follow to file a Title VI discrimination complaint against the Grantee.

- Title VI Notice to the Public Availability - Per federal requirements, Grantees must post or make available their Title VI Notice to the Public, at a minimum, in the following areas: the Grantee's website, any public area of the Grantee's office, including the reception desk and meeting rooms, and transit vehicles and/or stations or stops. In its Title VI Program, the Grantee must identify the locations where the agency has posted its Title VI Notice to the Public.
- Complaint Form and Procedures - Grantees are required to have complaint procedures and a form through which the public may file a Title VI discrimination complaint. In its Title VI Programs, the Grantee must identify how its agency makes the complaint form and procedures available to the public, including for non-English or LEP speakers.
- Record and Report Transit-Related Title VI Investigations, Complaints, and Lawsuits - Grantees must include a record of any complaints or lawsuits alleging discrimination on the basis of race, color, and national origin.
- Public Participation Plan - Grantees are required to have a public participation plan that describes their strategies to market their program, encourage public participation, and perform community outreach. Grantee's strategies should be tailored to the unique population that they serve and should include special consideration for low-income, minority, and LEP populations.
- Meaningful Access for LEP Persons - Grantees are required to perform a Four-Factor Analysis to determine the specific language services that are appropriate for their agency to provide and develop a Language Assistance Plan based on the results of this analysis. The Four-Factor Analysis requires Grantees to determine: (1) the number of LEP persons eligible to be served by their program; (2) the frequency with which LEP persons come into contact with their program; (3) the importance of their program to the lives of LEP persons; and (4) the resources available to the Grantees for LEP outreach as well as the cost associated with that outreach. In addition to other resources, the SANDAG Grant Programs ADA and Title VI Guide provides a step-by-step tutorial on how to access and report on census data to assist Grantees in successfully completing Factor 1 of the Four-Factor Analysis. Additionally, if Grantees have multiple grant-funded projects with varying project service areas, Grantees should use an aggregation of these project service areas to complete Factor 1 of the Four-Factor Analysis. The project service area(s) used must be consistent with what the Grantee submitted during the application phase.
- Minority Representation on Planning and Advisory Bodies - Grantees that have transit-related, non-elected governing boards, advisory councils, or committees (the membership of which is selected by the Grantee) are required to provide a table depicting the racial breakdown of the membership of those committees, and a description of efforts made to encourage the participation of people of color on such committees.
- Resolution - Grantees are required to submit a resolution from their governing body that approves their Title VI Program.

## 6.4. Limited English Proficient Populations

Grantees are responsible for ensuring meaningful access to their transportation program by LEP persons pursuant to Title VI. More information is available on the federal LEP website and in the SANDAG Language Assistance Plan.

## 6.5. ADA Compliance

Grantees are required to comply with requirements under the ADA. Grantees must inform SANDAG of any complaints alleging discrimination based on disability by the Grantee or a third-party contractor. SANDAG [Board Policy No. 009](#) outlines procedures for tracking and resolving complaints alleging discrimination. The SANDAG Discrimination Compliance Officer and Grants Division staff are responsible for tracking ADA complaints and working with Grantees to resolve ADA-related complaints promptly.

SANDAG prohibits Grantees from using vehicles that are deemed unsafe to operate. This prohibition extends to accessible equipment such as ramps and lifts, meaning accessible equipment must be operable and safe before a vehicle can transport individuals with disabilities through a grant-funded project.

SANDAG reviews Grantee policies and procedures to verify ADA compliance pertaining to service animals, respirator or portable oxygen supplies, and accessible information. SANDAG may request response time or other data or information on Grantee policies or procedures to confirm that an equivalent level of service is being provided. Further, SANDAG confirms that all Grantees have ADA complaint procedures. SANDAG also confirms that Grantees have a complaint form readily accessible to service beneficiaries so that those beneficiaries can submit a complaint on the grounds of ADA and/or Title VI. During desk reviews and/or site visits, SANDAG verifies that Grantees have maintained a log of ADA or Title VI-related complaints, investigations, and lawsuits.

## 6.6. Equal Employment Opportunity

The Equal Employment Opportunity (EEO) provision requires that SANDAG and all Grantees provide equal employment to all people, regardless of race, color, religion, sex, national origin, disability, or any other class of persons protected by applicable state or federal law. SANDAG requires that its Grantees certify their compliance with the EEO federal requirements of Title VII of the Civil Rights Act of 1964, as amended (42 USC 2000e and 49 USC 5332) and any implementing requirements the federal agencies or SANDAG may issue.

## 6.7. SANDAG Board Policy No. 035

[SANDAG Board Policy No. 035](#), "Competitive Grant Program Procedures," applies to all grant programs administered through SANDAG. Applicants should be aware of the following requirements.

### 6.7.1. Applicant Resolution

Within 30 days following the grant application deadline, Applicants must submit a resolution from their authorized governing body that:

- commits to providing the minimum Matching Funds percentage outlined in the CFP; and
- authorizes the Applicant's staff to accept the grant funding and execute a grant agreement if an award is made by SANDAG.

**If an Applicant fails to provide a resolution that meets the above requirements, that application will be considered nonresponsive and will no longer be considered in the competitive process.**

Applicants are encouraged to use the sample resolution included in this CFP.

If the Applicant wishes to submit its Board Policy No. 035 resolution with its Application by the Application Submission deadline, it may include its resolution in BidNet. If the Applicant does not submit its Board Policy No. 035 resolution by the Application Deadline, the resolution must be emailed to [grantsdistribution@sandag.org](mailto:grantsdistribution@sandag.org) by the date listed in the Timeline.

### 6.7.2. Grant Agreement Execution

After the Board approves the funding recommendations, SANDAG will present a grant agreement to the awarded Applicant. An authorized representative of the awarded Applicant must sign the grant agreement within 45 days from the date SANDAG presents the grant agreement to the awarded Applicant. Failure to meet this requirement may result in revocation of the grant award. Applicants are encouraged to review the sample grant agreement included with this CFP to ensure compliance with this provision.

### 6.7.3. Project Milestone and Completion Deadlines

When signing a grant agreement, Grantees must agree to the project deliverables and schedule in the agreement. In addition, a Grantee's project schedule in its application and grant agreement must adhere to the deadlines listed below. Failure to meet the Project Milestone and Completion Deadlines following SANDAG's issuance of the NTP on the project may result in the revocation of all grant funds not already expended.

- **Operations Projects.**
  - Any operations project requiring a services contract must commence within eighteen months following SANDAG's issuance of the NTP on the project.
  - If no services contract is necessary, the project must commence within one year of SANDAG's issuance of the NTP on the project.
- **Equipment or Vehicle Projects.** If the grant will fund the purchase of equipment or vehicles, any necessary purchase contract for equipment or vehicles must be awarded within six months following SANDAG's issuance of the NTP on the project, and use of the equipment or vehicles for the benefit of the public must commence within three months following acceptance of the equipment or vehicles.

## 6.8. Performance Measures

SANDAG has identified several Performance Metrics that will be used to measure a project's success in meeting the Flexible Fleets Pilot Grant Program goals and objectives. Applicants must review the Flexible Fleets Pilot Grant Program Performance Metrics and provide baseline data in their application that will be used to measure their project's success at the end of the grant agreement. The Flexible Fleets Pilot Grant Program Performance Metrics are provided as an attachment to this CFP and are available in BidNet.

All Flexible Fleets Pilot Grant Program Grantees are encouraged to meet the Performance Measures, which will be included in the grant agreement. The Grantee must report on its progress toward meeting the Performance Measures in its quarterly progress report.

## 6.9. Project Implementation and Oversight Requirements

### 6.9.1. Project Communication

#### 6.9.1.1. Project Manager Continuity

The Grantee must provide SANDAG with contact information for the project manager and keep this information up to date. SANDAG should be notified promptly in case of a change to the Grantee's project manager.

#### 6.9.1.2. Media and Community Outreach

Grantees must also notify SANDAG of events or promotions related to the grant-funded project, such as service launches, groundbreakings, ribbon cuttings, community workshops, media, and community outreach. For these activities, the Grantee must notify SANDAG and provide before and after photos as applicable. SANDAG staff may attend any meetings as appropriate.

Grantees are encouraged to use social media to inform the public of project accomplishments and performance. When using social media to post information on grant-funded projects, Grantees should use the SANDAG grants communications guidelines available by contacting the Flexible Fleets Pilot Grant Program Manager.

#### 6.9.1.3. Outreach Materials

Outreach materials include, but are not limited to, fliers, posters, web updates, and newsletters that are used to inform the public of the grant-funded project. Outreach materials geared toward the target population that communicate vital information such as eligibility requirements, project enrollment information, or ways to provide feedback are vital documents and must be provided in English and any other languages identified in the Grantee's Title VI Program. Regardless of the funding source, all project outreach materials should include SANDAG's logo and may include the Grantee's logo.

### 6.9.2. Quarterly Progress Reports

Grantees must complete and submit quarterly progress reports that illustrate the Grantee's efforts to make timely progress on their project, including meeting the Performance Measures. SANDAG will provide a standard progress report template that the Grantee must use. Quarterly reports will be due on the last day of the month following the quarter's close. SANDAG will summarize the information in the Grantee's progress report, which will be provided to the TC at its next meeting.

Quarter	Performance Period	Report Due Date	TC Meeting Date
1	7/1 – 9/30	10/31	November
2	10/1 – 12/31	1/31	February
3	1/1 – 3/31	4/30	May
4	4/1 – 6/30	7/31	September

SANDAG will monitor the Grantee's progress and performance against the scope of work and schedule in the grant agreement. If SANDAG believes the Grantee is not making timely progress or is not adhering to the terms of the grant agreement, this information will be

reported to the TC. SANDAG will notify the Grantee if it believes the Grantee's performance warrants notification of TC. Poor performance may be grounds for termination of the grant agreement and revocation of the grant, as determined by TC.

### **6.9.3. Financial Management**

All Grantees must establish and maintain an accounting system and records that properly accumulate and segregate incurred costs and Matching Funds by line item for the grant. This accounting system may be a separate set of accounts or separate accounts within the framework of an established accounting system. Accounting systems must conform to the Generally Accepted Accounting Principles, enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. Furthermore, the Grantee's financial management system must ensure effective control over and accountability for all funds, property, and other assets.

Grantees must establish and maintain procedures for determining the allowability of costs according to 2 CFR 200 and the terms of the grant agreement. Grantees must then adhere to these procedures over the Grant Term.

Grantees must maintain all checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents related to the project so that they may be clearly identified, readily accessible, and available to SANDAG upon request.

### **6.9.4. Invoices**

Grant funding is by reimbursement only. Funds will not be disbursed until SANDAG and the Grantee have fully executed a grant agreement, and project expenses incurred by the Grantee before the NTP issuance are not eligible for reimbursement.

To be reimbursed for project expenses, Grantees must submit an invoice packet consisting of an invoice coversheet, expense summary, and invoice history. Grantees are required to use the invoice template provided by SANDAG. Invoices submitted without a corresponding progress report will not be processed. Any third-party consultant or contractor expenses must be accompanied by proof of a competitive procurement or a sole source justification signed by the SANDAG Grants Program Manager to be eligible for reimbursement.

To qualify for reimbursement, the following requirements must be met:

- Staff costs must be submitted with payroll documentation. Personally identifiable information (social security numbers, home addresses, etc.) must not be provided to SANDAG.
- Third-party vendor (consultant or contractor) invoices must be submitted with:
  - Proof of payment, such as a copy of a check provided to the vendor or a printout for the Grantee's financial system showing the funds were dispersed.
  - The vendor's invoice and backup documentation (schedule of values, receipts for expenses)
- Clearly identify all grant-related expenses that include non-related costs. Grantees can highlight, circle, or use a separate document/spreadsheet to differentiate the grant-related costs from other costs unrelated to the grant.
- All receipts and invoices must be detailed, dated, directly related to the project scope of work, and incurred after the NTP date and before the grant expiration date.



SANDAG will make payments for eligible invoices as promptly as SANDAG fiscal procedures permit upon receipt of the Grantee's invoice packet, backup documentation, deliverables, and confirmation by the Flexible Fleets Pilot Grant Program Manager that the Grantee is in compliance with the requirements in the grant agreement. SANDAG shall retain 10 percent of the amounts invoiced until the completion of the project.

### **6.9.5. Matching Funds**

If applicable (see Section 5.3), the Grantee must provide a cumulative match over the grant period such that the total Matching Funds amount provided at the end of the grant period is equal to or greater than the Match Percentage required under the grant agreement. Grantees may forfeit the grant award and be responsible for the repayment of grant funds to SANDAG if the cumulative Match Percentage falls below the required percentage or if Grantees fail to provide sufficient documentation of Matching Funds.

### **6.9.6. Final Progress Report, Invoice, and Project Closeout**

Once the Grantee determines the project is complete, or no later than December 31, 2028, a final progress report and invoice will be submitted to SANDAG. SANDAG will provide the final progress report template that the Grantee will be required to use. Final progress reports should detail all completed project activities, challenges, successes, and a description of how the project is expected to continue to support the goals of the Flexible Fleets Pilot Grant Program. The report will also include the Performance Measures listed in the grant agreement and document the Grantee's ability to achieve them. The Grantee should provide any remaining deliverables listed in the scope of work that were not previously provided with the final progress report. The final progress report should accompany a final invoice, including all remaining project expenses.

Upon receipt of a final progress report, invoice, and deliverables, SANDAG will verify that the full scope of work in the grant agreement was completed and that the Performance Measures were met.

Once SANDAG verifies that the project has been completed and can be closed out, the Grantee will be asked to submit an invoice for the retention amounts withheld. The project will be closed after SANDAG pays the Grantee's retention invoice.

## **6.10. Public Record and Record Retention Policy**

All applications submitted in response to this CFP become the property of SANDAG and are considered a public record. As such, applications and other project-related documentation may be subject to public review per [SANDAG Board Policy No. 015: Records Management](#). Grantees must retain project-related documents for at least three years after receipt of final payment from SANDAG. These documents must be made available to SANDAG upon request.

## **7. Application and Submittal Process**

### **7.1. Application Materials**

Application materials are available online at <https://www.bidnetdirect.com/sandag/sandag-grants>.



Applicants will submit their completed application with all required signatures by the Application Deadline. An incomplete application may be considered nonresponsive. For an application to be considered complete, it must include all the materials described in the application and be submitted before the Application Deadline.

SANDAG reserves the right to cancel or revise this CFP at any time, for any or no reason, in part or in its entirety. If SANDAG revises or cancels the CFP before the Application Deadline, Applicants who have downloaded the CFP materials in BidNet will be notified by email.

Applicants are strongly encouraged to review this CFP and Application materials as early as possible. The deadline to protest the CFP or Application materials is listed in the Timeline. Protests submitted after this deadline will be rejected.

## **7.2. Applicant Webinar, Questions, and Application Assistance**

### **7.2.1. Pre-Application Webinar**

SANDAG will host a pre-application webinar for all prospective Applicants to provide an overview of this CFP, the application process, and address any questions. See the Timeline for the date and time of the webinar. SANDAG staff will also provide information and address questions on the eligibility, approval, contracting, and specific requirements of this grant program. This workshop will be held virtually. SANDAG will post the virtual meeting link and other details on BidNet.

### **7.2.2. CFP Questions**

Prospective Applicants must submit questions through the SANDAG web-based vendor portal BidNet, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. Questions submitted after the Question Deadline or outside of BidNet will not be answered. See the Timeline for the deadline to submit questions.

### **7.2.3. Application Assistance**

Prospective Applicants may request a meeting with the SANDAG Grants staff to obtain assistance with an application, including a discussion of a possible project or assistance with utilizing BidNet. See the Timeline for the deadline to request a meeting. Requests submitted after the Deadline will not be accommodated.

## **7.3. Submittal Process**

Applicants shall submit application documents via BidNet, available at <https://www.bidnetdirect.com/sandag/sandag-grants>. Applications submitted by mail, facsimile, or email in lieu of electronic copies uploaded to BidNet will not be acceptable and will not be considered. Any application that is missing pages or cannot be opened for any reason may be considered nonresponsive.

Applicants are responsible for fully uploading their entire application before the Application Deadline. It is the Applicant's sole responsibility to contact BidNet to resolve any technical issues related to electronic submittal, including, but not limited to, registering as a vendor, updating password, updating profiles, uploading/downloading documents, and submitting an electronic offer, before the submission deadline. BidNet's Vendor Support team is

available Monday-Friday from 5 a.m. to 5 p.m. Pacific Time at (800) 835-4603 or [e-procurementsupport@bidnet.com](mailto:procurementsupport@bidnet.com).

## 8. Application Evaluation Process and Awards

This CFP does not commit SANDAG to award a contract, defray any costs incurred in preparing an application pursuant to this CFP, or procure or contract for work. SANDAG may reject applications without providing the reason(s) underlying the rejection. Failure by SANDAG to award a funding agreement to an Applicant will not result in a cause of action against SANDAG.

### 8.1. Responsiveness and Eligibility Review

#### 8.1.1. Responsiveness Review

SANDAG Grants staff reviews submitted applications to ensure they are responsive to the requirements outlined in this CFP. Below is a list of Application materials that, if not submitted before the Application Deadline, will cause the Application to be deemed nonresponsive. These are items that SANDAG cannot allow the Applicant to provide following the Application Deadline because doing so would harm the integrity of the competitive selection process.

- Application
- Scope, Schedule, and Budget Form

SANDAG Grants staff will notify an Applicant in writing if their application is deemed nonresponsive. Applicants may protest a nonresponsive determination pursuant to the protest procedures (see Protest Procedures). A nonresponsive application will not continue in the competitive selection process unless a protest is filed and substantiated.

#### 8.1.2. Eligibility Review

Following the application submittal period and concurrently with the responsiveness review, SANDAG staff will perform an eligibility review of all Applicants and projects against the eligibility requirements included in this CFP. During the eligibility screening process, SANDAG reserves the right to request additional information and/or clarification from an Applicant, but is not required to do so. Staff may also seek input from a policy advisory committee to determine eligibility. Applications found to be eligible will continue in the competitive selection process.

Any Applicant deemed ineligible or whose project has been deemed ineligible during the eligibility review will be notified in writing when the determination is made. Applicants may protest the eligibility determination pursuant to the protest procedures (see Protest Procedures). Unless a protest is filed and substantiated, an ineligible application will not continue in the competitive selection process.

#### 8.1.3. Notice to Cure Application Deficiencies

During the responsiveness and eligibility review phase, SANDAG staff also checks eligible and responsive applications for consistency with the Call for Project instructions and accuracy of submitted data and information. SANDAG may provide an Applicant with identified deficiencies an opportunity to correct or cure their applications if those corrections do not

impact the competitive selection process. SANDAG staff, in their sole discretion, will determine whether an application can be cured without impacting the competitive selection process.

If staff identifies application deficiencies that an Applicant may cure without impacting the competitive process, SANDAG staff will send the Applicant a written notice to cure the Application deficiencies. This notice identifies the Application deficiencies, states the corrections needed, and provides a deadline for the Applicant to correct the deficiencies. If an Applicant fails to correct the identified deficiencies by the deadline stated in the notice, the Application will be provided to the evaluation committee with a notification that the Applicant failed to address the deficiencies.

#### **8.1.4. Pre-Award Risk Assessment**

In accordance with 2 CFR 200.332(c), SANDAG staff will perform a pre-award risk assessment of all eligible and responsive Applications. The risk assessment examines an Applicant's fiscal and operational capabilities to assess the Applicant's risk of fraud and noncompliance with a federal grant award to determine the appropriate monitoring.

A pre-award risk assessment may include a review of the Applicant's financial statements, audit findings, and past performance in managing previous grant awards. To help SANDAG staff perform a pre-award risk assessment, Applicants are required to complete an Applicant Risk Assessment Questionnaire, which is included in the Application. Risk factors may include, but are not limited to the following:

- Successful applicant's prior experience with the same or similar services
- Results of prior audits, including a Single Audit, if applicable
- Substantial changes in personnel or systems
- Extent, timing, and results of SANDAG performance monitoring
- Size, complexity, or newness of the award
- Inherent risks to people or property

SANDAG staff gathers information for the Applicant's risk assessment by reviewing submitted application materials, reviewing public information on the Federal Audit Clearinghouse and the System for Award Management as applicable, and contacting the Applicant for any additional information needed. Based on this information, SANDAG staff then categorize the Applicant as high, medium, or low risk. The results of the pre-award risk assessment may inform the level of monitoring SANDAG conducts of awarded Applicants and could be considered by the Board with the funding recommendations.

## **8.2. Scoring and Awarding of Funds**

Responsive and eligible Applications will be scored using the Qualitative and Quantitative Criteria approved by the SANDAG Board of Directors and included in this CFP.

### **8.2.1. Qualitative Scoring**

An external evaluation panel will provide the Qualitative criteria scores for eligible applications. The evaluation panel will typically consist of at least three but no more than five public members who are familiar with the San Diego region and the grant program goals and objectives.

To avoid conflicts of interest, all evaluation panel members will be screened to be sure they do not have an affiliation with any of the Applicants or proposed projects. Individuals who work for a private company that could potentially receive a future contract from a Flexible Fleets Pilot Grant Program Applicant due to the project being selected for funding will not be permitted to serve as evaluators.

### **8.2.2. Quantitative Scoring**

SANDAG Grants and Data Science staff will provide the Quantitative Criteria scores for each project. Points associated with Quantitative Criteria undergo a quality assurance/quality control (QA/QC) review to ensure that data used in the Quantitative scoring process are accurate and points were awarded appropriately.

### **8.2.3. Calculation of Total Application Scores**

An application's Average Qualitative Score will be calculated by summing all evaluator scores for that application and dividing by the number of evaluators. The application's Average Qualitative Score will then be added to the Quantitative scores, producing the Total Application Score.

### **8.2.4. Tiebreakers**

If two or more projects receive the same Total Application Score, the following methodology in descending order will be used as the tiebreaker:

- Highest score on Criteria #5 Feasibility
- Highest score on Criteria #2 Connectivity
- Highest score on Criteria #1 Financial Sustainability

### **8.2.5. Minimum Total Application Score**

To ensure grant funds support quality projects, a project must receive a Total Application Score of at least 60 points to be eligible for funding.

### **8.2.6. Funding Recommendations**

Following the scoring process outlined above, applications will be placed in descending Total Application Score order (from the highest to lowest). Projects will be recommended to receive funding based on this order. As previously stated, partial awards may be recommended (see the section entitled "Partial Awards").

SANDAG will recommend a list of projects to the Board of Directors that are financially constrained by the amount of funding available.

### **8.2.7. Partial Awards**

Given the competitive nature of the grant program and the finite amount of funds available through this CFP, Applicants may receive partial awards. Additionally, SANDAG may choose to roll over any remaining funds not awarded through this CFP to a future CFP. SANDAG handles partial awards differently based on the scalability of a project. SANDAG, at its sole discretion, will determine whether a project is Scalable or Non-Scalable.

Applicants whose projects are recommended for partial award and are Scalable will be required to work with SANDAG staff before grant agreement execution to alter the scope of work, budget, and schedule submitted as a part of the application to reflect a reduced scope of work.

Applicants whose projects are recommended for partial award and cannot be scaled will be asked if they would like to accept the partial funding award with the condition that the entire project, as proposed in the scope of work included in the application, must be completed. Applicants will be required to contribute additional Matching Funds than listed in their application to complete the project scope of work.

If an Applicant cannot provide the necessary Matching Funds and declines the partial funding award, the award will be offered consistent with the process identified in the section entitled "Application Evaluation Process." If no Applicant accepts the funding, the funding may be rolled over to future funding cycles.

### **8.2.8. Notice of Intent to Award**

Once the funding recommendations have been finalized, staff will email all Applicants a Notice of Intent to Award. The Notice will contain the detailed scores of each Application and the funding recommendations that will be brought to the policy advisory committee(s) and Board of Directors. See the Timeline for the anticipated date the Notice of Intent to Award will be issued.

### **8.2.9. Protests**

SANDAG grant program protest procedures may be obtained online at <https://www.sandag.org/funding/grant-programs>.

### **8.2.10. Approval of the Funding Recommendations and Contingency List**

The funding recommendations will be presented to the relevant policy advisory committee for recommendation to the Board of Directors. The Board of Directors will then be asked to approve the proposed funding recommendations.

## **9. Grant Agreement Execution**

If awarded funds, an Applicant will enter into a grant agreement with SANDAG for the approved project scope of services and become a "Grantee."

A sample grant agreement is included with the CFP. Applicants are encouraged to review the sample grant agreement within their organization before applying so they are fully aware of the requirements they will have to comply with during the Grant Term. Aside from any potential errors or omissions, the terms of the grant agreement will be substantially the same as those in the sample grant agreement and are non-negotiable.

### **9.1. Insurance Certificates**

Following the recommendation of the proposed grant awards by the policy advisory committee, each non-public agency Grantee will receive an email from myCOI, the SANDAG insurance tracking system. The Grantee shall follow the instructions contained in the email

and complete the online registration. Upon completion of registration, myCOI will request proof of insurance directly from the Grantee's insurance agents. SANDAG will not provide the grant agreement to the Grantee to sign until the Grantee is registered with myCOI, compliant certificates of insurance and endorsements have been received, and SANDAG has deemed the Grantee compliant with the insurance requirements.

## 9.2. Title VI Program

Grantees are required to develop a Title VI Program, have it approved by their governing body, and submit it to SANDAG for review. Once the Program has been accepted by SANDAG, the grant agreement signature stage can begin.

## 9.3. Grant Agreement Signature

SANDAG will prepare the grant agreement utilizing the sample provided with the CFP. Once the draft has been approved by SANDAG staff for signature, it will be sent electronically to the person listed in the grant application. Failure by the Grantee to sign and return the grant agreement within 45 days of receiving the grant agreement from SANDAG may result in revocation of the grant award. See the section entitled "SANDAG Board Policy No. 035."

## 9.4. Notice to Proceed and Grant Term

Grantees cannot begin work on their grant-funded project until they receive a written NTP from SANDAG. The NTP specifies the date the Grantee can begin work on the project and marks the beginning of the Grant Term. Any work performed before the NTP is not eligible for reimbursement.

**All services must be completed and all grant funding expended by December 31, 2028, which marks the end of the Grant Term.**

## 9.5. Federal Subaward Report

Consistent with FFATA, SANDAG will report information on each grant subaward over \$30,000 to the FFATA Subaward Reporting System (FSRS) by the end of the month in which the grant agreements have been executed.



## Final Flexible Fleets Pilot Grant Program Performance Metrics

The following performance metrics will be used to measure a project's success in achieving the Flexible Fleets Pilot Grant Program's goals and objectives. The metrics are organized into categories, and the applicable mode(s) are also provided. Applicants may also include their own performance metric(s) in the grant application, in addition to those listed below, but they must be quantifiable and support the evaluation of the proposed project's goals and objectives.

Applicants can refer to the Federal Transit Administration's [Mobility Performance Metrics for Integrated Mobility and Beyond](#) and Transportation for America's [Shared Mobility Playbook Performance Metrics](#) for additional guidance and examples.

Grantees will be required to provide quarterly updates on their efforts to meet each metric included in their grant agreement, and will provide a post-delivery measure (once the Grant Program project agreement ends) for each metric included in their grant agreement as part of the final project report.

### Modes of Flexible Fleets and Acronyms

- Microtransit (MT)
- NEV Shuttle (NEV)
- Micromobility, such as bike/scooter share (MM)
- Ridehail/Rideshare (RS)
- Carshare (CS)

### Performance Metrics Categories

- Productivity
- Connectivity
- Community Engagement and Accessibility
- Cost Effectiveness

## Performance Metrics

#	Category	Metric	Definition	Unit of Measurement	Applicable Mode(s)	Notes (If Applicable)
1	Productivity	Trip Denial Rate	The number of requested trips that are denied by the operator divided by the total trip requests. Trip denials occur due to insufficient capacity to meet demand at the time of booking or when the driver cancels.	Per Month	MT, NEV, RS	Operator cancellations or denials may also be due to vehicle failure, dispatch errors, safety concerns, or rider violations.  Tracking this metric enables greater control over service quality and can inform when service adjustments should be made.
2	Productivity	Vehicle Utilization	Divide the actual number of seats used by the number of seats available in each vehicle, then multiply the result by 100. Averages of each vehicle.	Per Month	MT, NEV, RS, CS	Vehicle utilization compiles performance data based on the number of boardings and vehicles in service per hour.
3	Productivity	Device Utilization	The number of total trips divided by the reported number of devices in fleet. Averages of each device.	Per Month	MM	Device utilization compiles performance data based on the number of rides and devices in service per hour.
4	Productivity	Total Ridership	The number of riders using the service	Per Month	MT, NEV, MM, RS, CS	
5	Productivity	Average Wait Times	The average time spent waiting for a pickup after a ride is requested	Per Month	MT, NEV, RS	Tracking the correlation between the rider's disability status (disabled or non-disabled) and wait time length is also encouraged.
6	Connectivity	Transit Connection Trips	Number of pickups and drop-offs to transit stops and stations	Per Month	MT, NEV, MM, RS, CS	
7	Connectivity	Percentage of Shared Rides	Number of pooled/shared trips divided by the total trips	Per Month	MT, NEV, RS, CS	
8	Community Engagement and Accessibility	Wheelchair-Accessible Trip Fulfillment	Number of wheelchair trips provided compared to the number of wheelchair-accessible trips requested	Per Month	MT, NEV, RS, CS	Allows program administrators to evaluate the effectiveness of the ADA option for disabled riders.
9	Cost Effectiveness	Average Trip Cost	Monthly program costs, divided by the monthly number of trips	Per Month	MT, NEV, MM, RS, CS	
10	Cost Effectiveness	Farebox Recovery Ratio	Ratio of operating expenses that are met by the fares paid by passengers.	Per Month	MT, NEV, MM, RS, CS	Applicable only if it is a fare service



## I. Scoring Criteria and Rubric

Projects will be scored based on the Applicant's responses to the Scoring Criteria below. The Scoring Rubric is a guide for SANDAG staff and the Evaluation Panel to assist with awarding points based on the Scoring Criteria. The Objective criteria (points calculated by SANDAG's Department of Data Science or Grants staff) are marked with an asterisk (\*).

### A. Scoring Criteria

No.	CRITERIA	POINTS POSSIBLE
<b>1.</b>	<b>FINANCIAL SUSTAINABILITY</b>	<b>20</b>
<b>1.1</b>	<b>Stable Future Funding Sources*</b>  Does the Applicant propose stable, future funding sources to fund the project for one or more years beyond the Grant Term?	10
<b>1.2</b>	<b>Strategy to Attain Future Funding</b>  Does the Applicant have a feasible strategy for attaining future funding for the Flexible Fleet project?	10
<b>2.</b>	<b>CONNECTIVITY</b>	<b>20</b>
	The Applicant should demonstrate either: <ul style="list-style-type: none"> <li>How the service will operate in an area lacking existing bus and/or rail services.</li> <li>How the service will connect riders to existing bus and/or rail services in the area.</li> </ul>	20
<b>3.</b>	<b>ENGAGEMENT</b>	<b>15</b>
	Does the Applicant: <ul style="list-style-type: none"> <li>Identify engagement goals?</li> <li>Put forth a plan for engaging community members and organizations throughout the program?</li> <li>Demonstrate how hard-to-reach populations (e.g., individuals with disabilities, senior residents) will be engaged?</li> <li>Propose an effective marketing and engagement strategy that includes specific methods to promote sustainable transportation choices?</li> <li>Identify a plan to survey riders and community members before the program launch and throughout the program?</li> </ul>	15
<b>4.</b>	<b>ACCESSIBILITY</b>	<b>15</b>
	How well does the Applicant demonstrate that they will continuously implement measures that ensure the service is accessible to all community members, and demonstrate that the service improves access to basic needs and opportunities?	15

<b>5.</b>	<b>FEASIBILITY</b>	<b>20</b>
	<ul style="list-style-type: none"> <li>Does the Applicant identify a project mode?</li> <li>Does the Applicant include a well-thought-out approach to how they will deliver the project?</li> <li>Is the project schedule realistic and feasible?</li> <li>Does the Applicant identify proper staff and technical capacity for project oversight?</li> <li>Does the Applicant identify a plan for the procurement of goods and services?</li> <li>Does the funding amount request match the scope (vehicles, infrastructure, operations platform, etc.)?</li> <li>Does the Applicant identify a service zone that is realistic and feasible?</li> <li>Does the Applicant include a map of the proposed service area?</li> <li>Is the program fleet size feasible with the proposed schedule, budget, and service zone?</li> </ul>	
<b>6.</b>	<b>MATCHING FUNDS*</b>	<b>10</b>
	Points will be awarded based on the scale provided in the Scoring Rubric.	
	<b>TOTAL</b>	<b>100</b>

## B. Scoring Rubric

Below is a general scoring guide that provides more specific language based on a project's ability to meet the evaluation criteria.

Term	Definition
Clearly and convincingly	to a considerable extent, with substantive documentation or evidence
Sufficiently	to a satisfactory extent, with adequate documentation or evidence
Mostly	to a large extent, with general documentation or evidence
Partially	to a limited extent, with incomplete documentation or evidence
Minimally	to a small extent and without documentation or evidence
Does Not Demonstrate	unable to address the criterion, even to a minimal extent

## 1. FINANCIAL SUSTAINABILITY

Up to 20 points possible

### 1.1. Stable Future Funding Sources\*

Up to 10 points possible

Applicants will receive points based on the availability of stable future funding to sustain the service for one or more years beyond the Grant Term. Stable funding is a reliable, predictable, and sufficient source of revenue that is not at high risk.

Examples of stable project funding sources may include multi-year general fund allocation, long-term contractual cost-sharing agreements with private partners, parking fee revenue, and transit operations funding. Please note that a future competitive grant is not considered a stable funding source. To be considered stable, the funding must already be secured, or the Applicant must have the authority to authorize the funding in the future.

\*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

Applicant Response	Points
The application includes stable future funding for four to five years following the end of the Grant Term.	10 points
The application includes stable future funding for three to four years following the end of the Grant Term.	8 points
The application includes stable future funding for two to three years following the end of the Grant Term.	6 points
The application includes stable future funding for one to two years following the end of the Grant Term.	4 points
The application includes stable future funding for seven months to one year following the end of the Grant Term.	2 points
The application includes stable future funding for six months following the end of the Grant Term.	1 point
The application does not include stable future funding sources for at least 6 months beyond the Grant Term.	0 points

### 1.2. Strategy to Attain Future Funding

Up to 10 points possible

Applicants should provide a strategy for securing a stable funding source following the end of the Grant Term. For example, the application should outline the steps required to establish a parking district and generate revenue through parking fees, or to allocate general funds to the program on an annual basis. Applicants should also identify a timeline for obtaining each future funding source, including the duration of the funding availability and the likelihood of securing that funding.

Applicant Response	Points
Clearly and convincingly demonstrates a feasible strategy for the Applicant to financially sustain the Flexible Fleet project in the long term, and provides substantive documentation or evidence.	10 points
Sufficiently demonstrates a feasible strategy for the Applicant to financially sustain the Flexible Fleet project long-term, and provides adequate documentation or evidence.	8 points
Mostly demonstrates a feasible strategy for the Applicant to financially sustain the Flexible Fleet project long term, and provides general documentation or evidence.	6 points
Partially demonstrates a feasible strategy for the Applicant to financially sustain the Flexible Fleet project in the long term, but provides incomplete documentation or evidence.	4 points
Minimally demonstrates a feasible strategy for the Applicant to financially sustain the Flexible Fleet project in the long term, and provides little to no documentation or evidence.	2 points
Unable to address the criterion, even to a minimal extent	0 points

## 2. CONNECTIVITY

Up to 20 points possible

The Applicant should demonstrate either:

- How the service will operate in an area *lacking* existing bus or rail services.
  - The Applicant could also demonstrate how the project will fill an existing transit need gap. For example, providing service during existing transit's off-operation days or hours, providing access to destinations not currently served by transit, or providing access when transit is infrequent.
- How the service will *connect* riders to existing bus or rail services in the area.
  - The Applicant should also explain how the project will integrate with transit in other ways besides the service area. For example, free trips to transit stops or stations, service is staged or docked at these locations, and signage or other advertising for the service is displayed at transit stops or stations.

Applicant Response	Points
Clearly and convincingly demonstrates how the project will integrate with the existing transit network or fill an existing transit need gap, and the application provides substantive documentation or evidence.	20 points
Sufficiently demonstrates how the project will integrate with the existing transit network or fill an existing transit need gap, and the application provides adequate documentation or evidence.	16-19 points
Mostly demonstrates how the project will integrate with the existing transit network or fill an existing transit need gap, and the application provides general documentation or evidence.	11-15 points

Partially demonstrates how the project will integrate with the existing transit network or fill an existing transit need gap, but the application provides incomplete documentation or evidence.	6-10 points
Minimally demonstrates how the project will integrate with the existing transit network or fill an existing transit-need gap, and the application provides incomplete documentation or evidence.	1-5 points
Unable to address the criterion, even to a minimal extent.	0 points

### 3. ENGAGEMENT

Up to 15 points possible

An engagement plan is a document that outlines strategies for public participation and outreach in a community. It includes a timeline, assigned roles, and specific project strategies that may impact the community. An engagement plan aims to involve the public in decision-making, giving local knowledge and public opinion more weight.

Examples of methods used in engagement plans include surveys and questionnaires, presentations to community members to gather feedback, and online media engagement tools. The Applicant should include the following in its response:

- Define the goals and purpose of the engagement plan.
- Identify the target community to be engaged, including community organizations.
- Include a strategy that outlines the methodology by which the service addresses the specific needs of the community.
- Propose an effective marketing and engagement strategy that includes specific methods to promote sustainable transportation choices.
- Determine engagement methods and strategies, including how to effectively engage hard-to-reach populations (e.g., individuals with disabilities, senior residents). Pre-launch and continuous community surveying are required.
- Develop an action plan to continue periodic engagement. This should include surveying riders and community members throughout the service delivery and incorporating feedback into operational adjustments.
- How the Applicant will evaluate and measure how the service meets the needs of the community.

The Applicant should also demonstrate how the community's feedback will be incorporated into project goals and service operations. Examples include expanding the service area to reach a community college, extending service hours on a particular day(s) of the week, and revising the operations plan on a seasonal basis.

Applicant Response	Points
Clearly and convincingly demonstrates how the Applicant will accomplish successful project community engagement, and the application provides substantive documentation or evidence.	15 points

Sufficiently demonstrates how the Applicant will accomplish successful project community engagement, and the application provides adequate documentation or evidence.	11-14 points
Mostly demonstrates how the Applicant will accomplish successful project community engagement, and the application provides general documentation or evidence.	8-10 points
Partially demonstrates how the Applicant will accomplish successful project community engagement, but the application provides incomplete documentation or evidence.	4-7 points
Minimally demonstrates how the Applicant will accomplish successful project community engagement, and the application provides little or no documentation or evidence.	1-3 points
Unable to address the criterion, even to a minimal extent.	0 points

#### 4. ACCESSIBILITY

Up to 15 points possible

Applicants should demonstrate that they will continuously implement measures that ensure the service is accessible to all community members and demonstrate that the service improves access to basic needs and opportunities.

Examples of accessible measures include: providing a language assistance service, ride booking options for unbanked riders and riders without access to a smartphone/internet, service hours that accommodate nontraditional work schedules, targeted outreach to hard-to-reach populations (individuals with disabilities, senior populations, etc.), and other measures that improve access to basic needs and opportunities.

Please note that providing an ADA-accessible Flexible Fleet service is a requirement of this program.

Applicant Response	Points
Clearly and convincingly demonstrates how accessibility will be continuously implemented throughout the project, and the application provides substantive documentation or evidence.	15 points
Sufficiently demonstrates how accessibility will be continuously implemented throughout the project, and the application provides adequate documentation and evidence.	11-14 points
Mostly demonstrates how accessibility will be continuously implemented throughout the project, and the application provides general documentation or evidence.	7-10 points
Partially demonstrates how accessibility will be continuously implemented throughout the project, but the application provides incomplete documentation or evidence.	4-6 points
Minimally demonstrates how accessibility will be continuously implemented throughout the project, and the application provides little or no documentation or evidence.	1-3 points
Unable to address the criterion, even to a minimal extent.	0 points

#### 5. FEASIBILITY

Up to 20 points possible

Applicants will receive points based on the feasibility of the project, as demonstrated by the proposed scope of work, schedule, and budget. The following factors should be considered.

- Does the Applicant identify a project mode?
- Does the Applicant include a well-thought-out approach to how they will deliver the project?
- Is the project schedule realistic and feasible?
- Does the Applicant identify proper staff and technical capacity for project oversight?
- Does the Applicant identify a plan for the procurement of goods and services?
- Does the funding amount requested align with the scope (vehicles, infrastructure, operations platform, etc.)?
- Does the Applicant identify a service area that is realistic and feasible?
  - The effectiveness of a Flexible Fleet deployment depends on several demand and service design factors, including population and job density, transit frequency, transit "deserts," target population demographics, and multiple trip types. For more information, refer to Chapter 4 of the [Flexible Fleets Implementation Strategic Plan](#).
- Is the program fleet size feasible with the proposed schedule, budget, and service area?
  - Consider capacity to meet demand when planning a Flexible Fleets service area. For example, a small fleet with a limited project budget is not well-suited to a large service zone with high ridership potential or demand.

Applicant Response	Points
Clearly and convincingly demonstrates how the project scope of work, schedule, and budget are feasible and realistic, and the application provides substantive documentation or evidence.	20 points
Sufficiently demonstrates how the project scope of work, schedule, and budget are feasible and realistic, and the application provides adequate documentation or evidence.	16-19 points
Mostly demonstrates how the project scope of work, schedule, and budget are feasible and realistic, and the application provides general documentation or evidence.	11-15 points
Partially demonstrates how the project scope of work, schedule, and budget are feasible and realistic, but the application provides incomplete documentation or evidence.	6-10 points
Minimally demonstrates how the project scope of work, schedule, and budget are feasible and realistic, and the application provides incomplete documentation or evidence.	1-5 points
Unable to address the criterion, even to a minimal extent.	0 points

## 6. MATCHING FUNDS\*

Up to 10 points possible

\*NOTE: SANDAG Grants staff will calculate the points awarded for this criterion based on the Applicant's responses in the grant application.

Points for Matching Funds will be awarded based on the following scale. The Match percentage is derived by dividing the total Matching Funds provided in the grant application by the sum of the total Flexible Fleets Pilot Program grant requested and the total Matching Funds listed in the grant application.

Applications that designate staff time, donations, volunteered services, or other in-kind contributions are obligated to fulfill their commitment within the Grant Term period.

Percentage of Matching Funds	Points
30.01% - 40.00% and above of the Total Project Cost	10 points
25.01% - 30.00% of the Total Project Cost	8 points
20.01% - 25.00% of the Total Project Cost	6 points
15.01% - 20.00% of the Total Project Cost	4 points
11.48% - 15.00% of the Total Project Cost	2 points
Below 11.47% of the Total Project Cost	0 points



## Flexible Fleets Pilot Grant Program

### Summary of Feedback and Revisions

Source	Feedback Received	Revisions
Working Groups/ Transportation Committee	Eligible projects should include existing services and services previously funded by SANDAG. If existing projects are made eligible, consider requiring proven success factors and a maximum of \$500,000 for existing projects to ensure more awards.	The FHWA's Surface Transportation Block Grant Program (STBG) funds are limited to new pilot programs only. Existing programs, ongoing operations, and expansions are not considered pilots and are not allowable under these federal funds.
Working Groups	Prioritize projects that provide services to transit deserts, rural areas, and military bases.	Revisions were made to Criteria No. 2 to clarify language. Providing access to the existing transit network and providing service in an area lacking transit will be scored equally. Revised criteria name.
Working Groups/ Transportation Committee	Refine Criteria No. 4 so that all populations have equal representation.	Language revisions were made to Criteria No. 4.
Working Groups	Require applicants to identify robust engagement plans and tactics.	Revisions were made to Criteria No. 3.
Working Groups/ Transportation Committee	Encourage projects that are collaborative efforts among multiple agencies (i.e., jurisdictions and NCTD/MTS).	None. Collaboration is encouraged but not required.
Working Groups/ Transportation Committee	Support for funding planning studies.  Remove non-federal match requirement.	Updated Call for Projects (Att. 1) and Criteria No. 6 to allow in-kind contributions to be an eligible match source. This includes time spent on planning the service.
Transportation Committee	Support for regional representation, including military, unincorporated, and disadvantaged communities.	None. Staff have engaged these communities in program development, and all communities are eligible to apply.
Working Groups	General need for additional, long-term funding.	Pursuit of funding for Flexible Fleets is included in SANDAG's 2025 Legislative Program.



# Flexible Fleets Grant Program

## Final Call for Projects

Transportation Committee | Item 5  
Jenny Russo, Grants Program Manager  
Khalisa Bolling, Senior Regional Planner  
June 20, 2025

1

### Today's Agenda

- Funding and Eligibility
- Feedback and Revisions
- Evaluation Criteria
- Performance Metrics
- Anticipated Timeline

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2

## Funding and Eligibility

<b>Funding</b>	\$4.5 Million - FHWA Surface Transportation Block Grant Funds
<b>Eligible Applicants</b>	<ul style="list-style-type: none"> <li>• Local, state, federal, and tribal governmental agencies</li> <li>• Transit districts</li> <li>• Military institutions</li> </ul>
<b>Sample Eligible Activities</b>	<ul style="list-style-type: none"> <li>• Direct operations of service (Microtransit, NEV, etc.)</li> <li>• Contract services (Microtransit, NEV, Bikeshare, Carshare, etc.)</li> <li>• Vehicle Procurement</li> <li>• Software/Hardware</li> <li>• Flexible Fleet Supportive Infrastructure (e.g. charging, docking stations, right of way improvements, signage and wayfinding)</li> </ul>

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3

## Feedback & Revisions

- **Scoring Criteria**
  - **Connectivity** - Integration with the existing transit and providing service in an area lacking transit are scored equally – language clarifications
  - **Engagement** – Refined language
  - **Accessibility** – Refined language
  - **Matching Funds** – Added in-kind matching funds
- **Condensed Program Performance Metrics**

| 4

4

## Evaluation Criteria

Criteria	Weight
Financial Sustainability	20%
Feasibility	20%
Connectivity	20%
Accessibility	15%
Engagement	15%
Matching Funds	10%

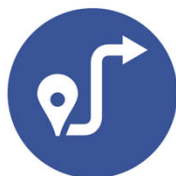
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5

## Performance Metrics Categories



**Productivity**



**Connectivity**



**Community  
Engagement &  
Accessibility**

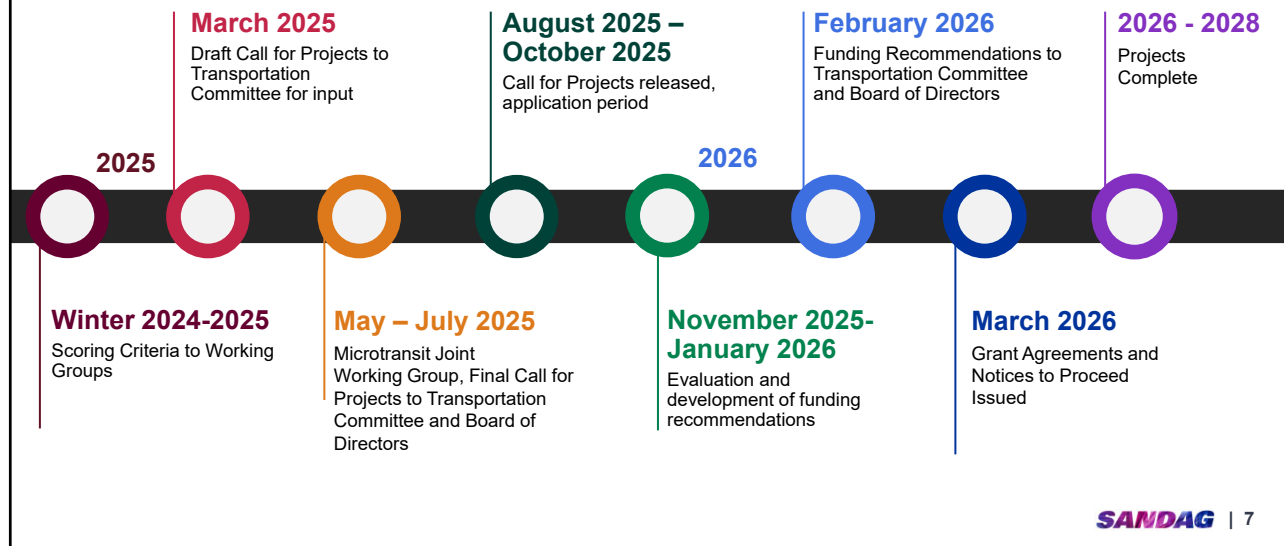


**Cost  
Effectiveness**

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6

## Anticipated Timeline



7

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8

June 20, 2025

## MTS OnTrack: Planning the Future of MTS Bus and Trolley Service

### Overview

Metropolitan Transit Service (MTS) has seen much post-pandemic success and has significant momentum to bring better balance to the region's transportation options. The agency is on pace to exceed 80 million trips this year, reaching the #2 spot for fastest post-pandemic ridership recovery among the nation's largest transit agencies. Despite positive ridership trends, MTS faces a major \$120 million budget shortfall, projected to hit in July 2028. The agency has been able to stave off this deficit with State and Federal assistance and a healthy reserve, but those funds are drying up quickly, and revenue from ridership has not recovered enough to bridge the gap. Combine this with the cost of business going up substantially, offering competitive wages, insurance premiums, energy, goods and materials, and more have all contributed.

### Action: Discussion

Metropolitan Transit Service (MTS) staff will present on their Comprehensive Operational Analysis initiative (MTS OnTrack) which is analyzing two funding scenarios to address the agency's financial challenges. Staff will discuss public feedback the agency is gathering, timelines for implementation, planned next steps, and will take questions/comments from Transportation Committee members.

### Fiscal Impact:

None.

### Schedule/Scope Impact:

None.

MTS is taking steps to proactively address the fiscal cliff, including conducting a Comprehensive Operational Analysis called MTS OnTrack. The OnTrack initiative will include an assessment of MTS services and future demands / needs by creating two plans:


1. If additional funding becomes available, how can the agency build upon recent momentum and success to make MTS work better for more people?
2. If no additional funding is available, how should the agency apply more significant cost savings measures (like service reductions) to create the most sustainable transit system moving forward?

MTS OnTrack is ultimately about identifying plans to determine how the agency can best serve the region's communities moving forward and make a transit system that works better for more people.

### Key Considerations

- MTS OnTrack initiative is currently gathering significant public feedback and will continue to do so over the next 18 months to help shape future transit plans in the MTS service territory
- MTS is conducting voter opinion research over the next nine months to determine if a transit funding measure on the November 2026 ballot is a viable option
- MTS plans to maintain current service levels in the near future, but if no new sources of revenue are identified, the agency will need to realign and/or reduce service potentially beginning in 2027.

**Mark Olson, Director of Marketing & Communications, MTS**



# MTS OnTrack: Planning the Future of MTS Bus and Trolley Service

SANDAG Transportation Committee  
June 20, 2025

Mark Olson, Director of Marketing & Communications



1

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## About MTS

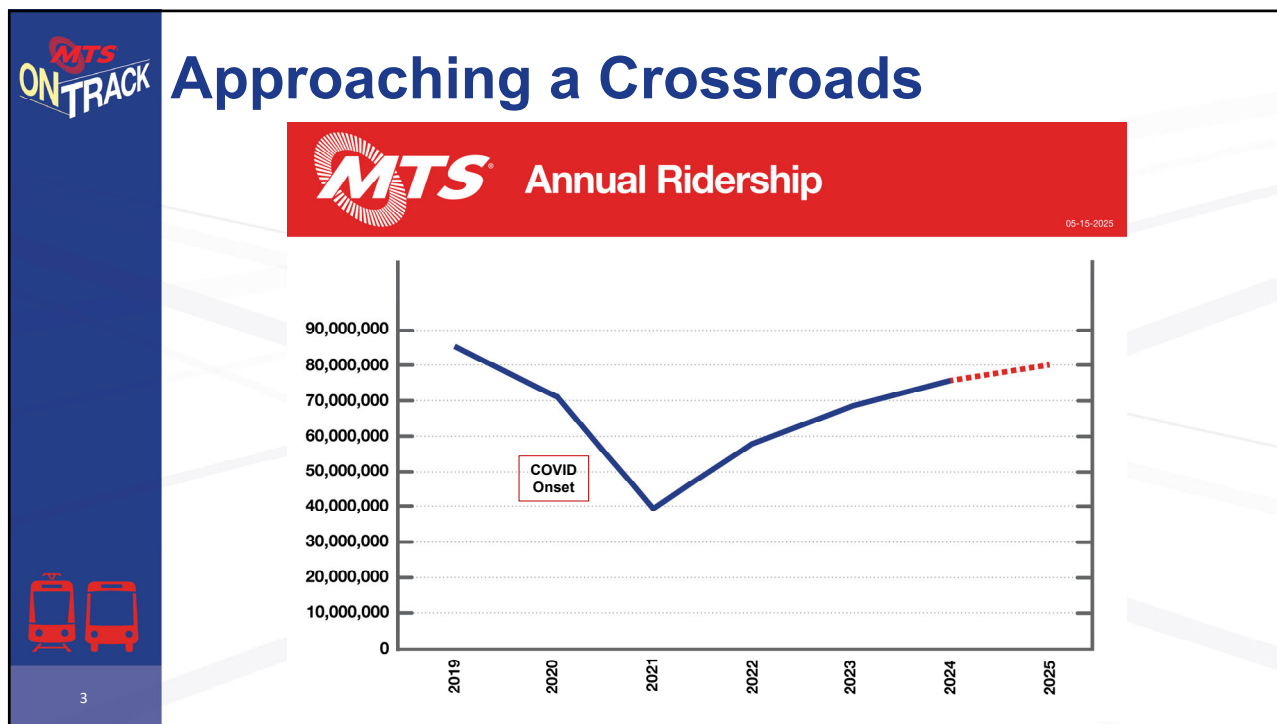
- Public transportation provider for central, southern and eastern San Diego County (south of SR-56)
- Operate four light rail lines and about 100 bus routes
- Averaging 250,000+ weekday trips this fiscal year
- Rider Profile:
  - Younger riders (49.9% under 30)
  - Workers (43.9% primary trip purpose)
  - Transit dependent (77.9%)

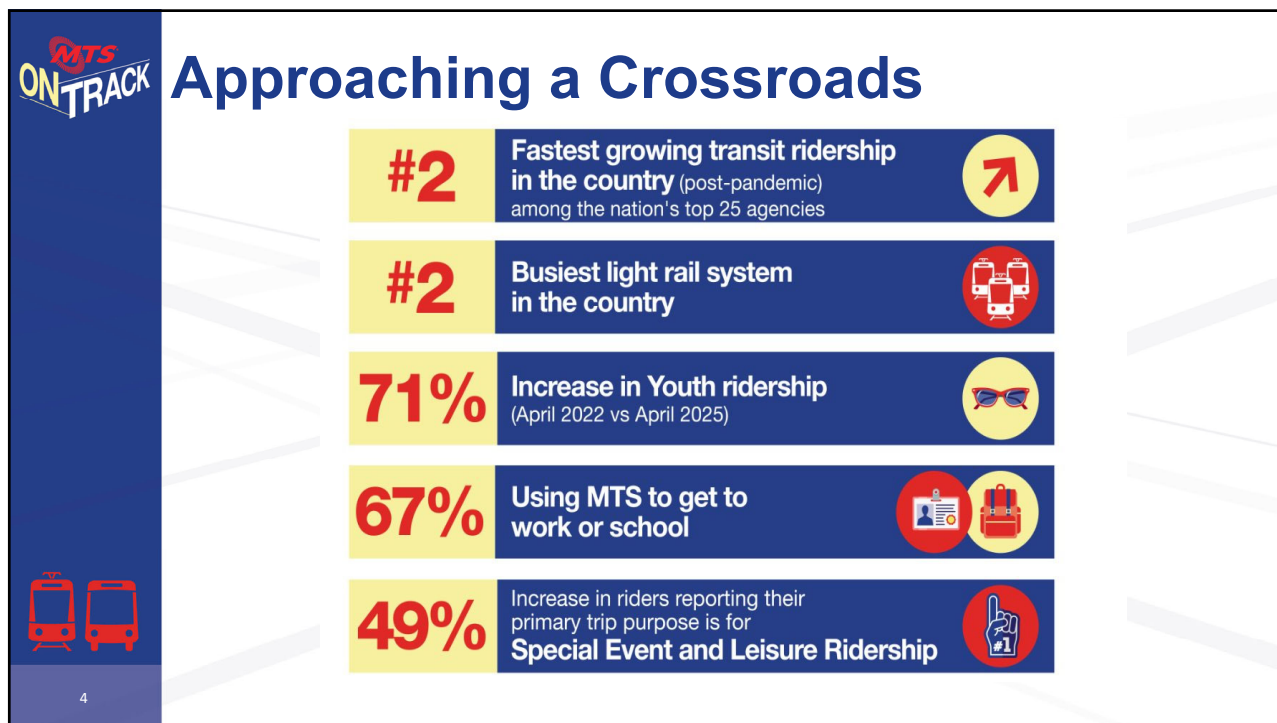
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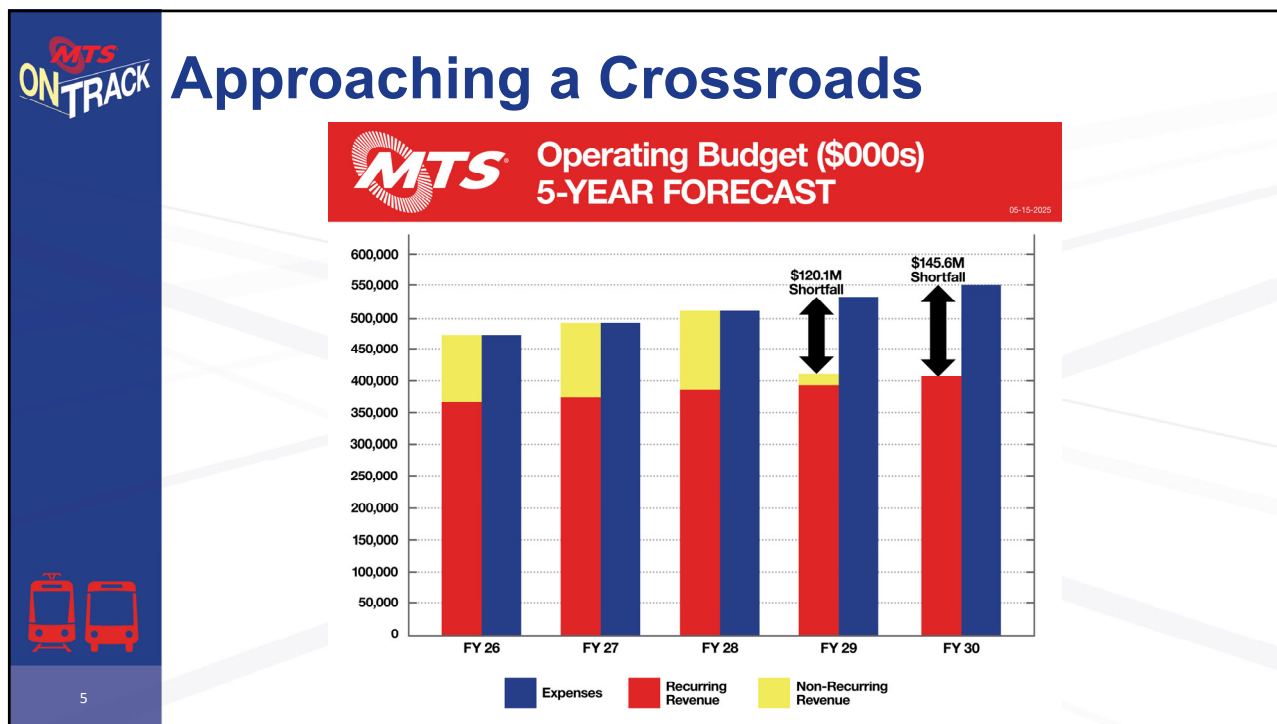


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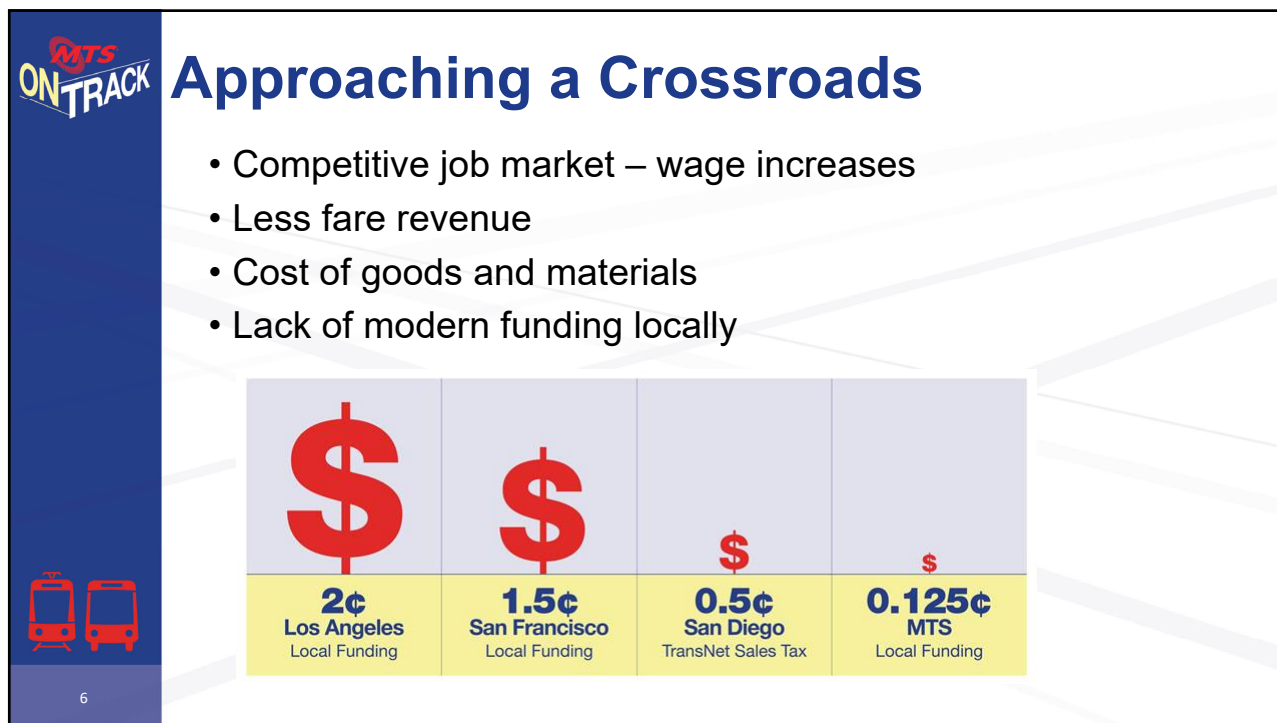


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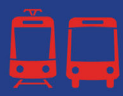




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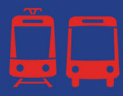
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## Immediate Actions

- Delayed (indefinitely) planned bus and Trolley service increases
- Slowing transition to zero emission buses
- Shifting of non-critical capital funds to operating funds
- Increased fare enforcement
- Fare study
- Other administrative and operational cost-savings efforts

7

8

## Planning for the Future

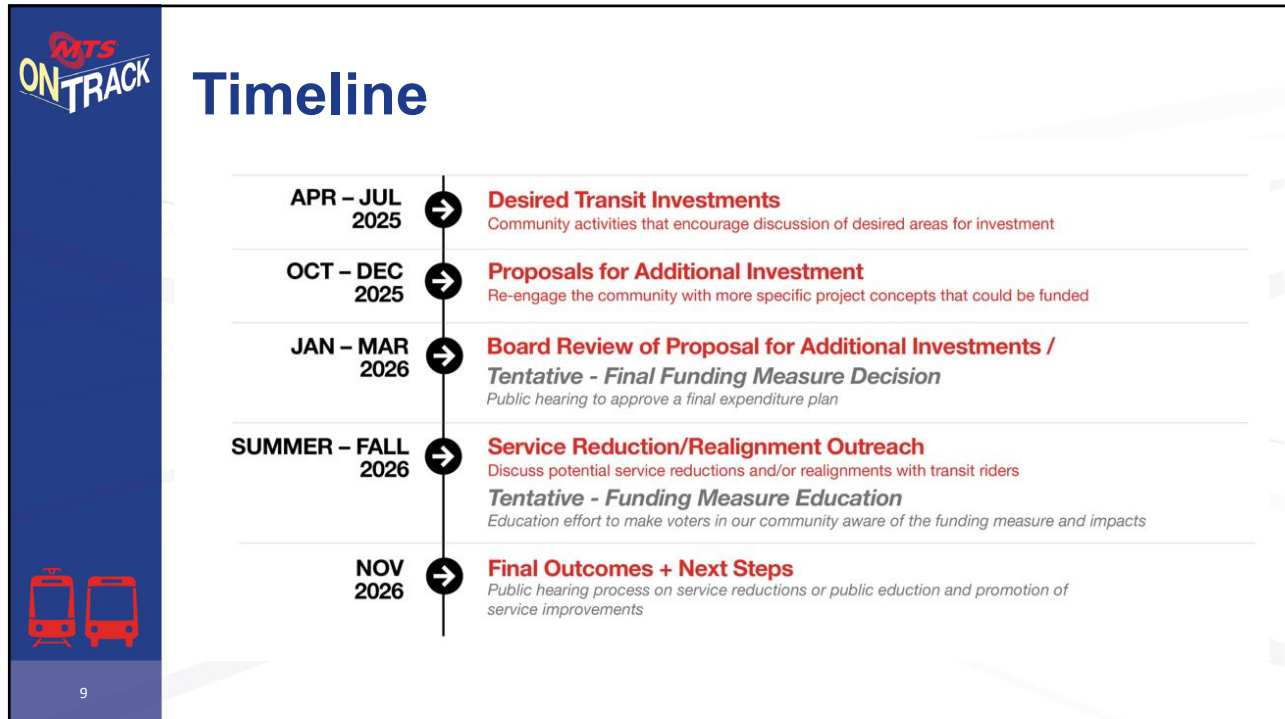
**Now through 2026:** Developing transit plans for the future of MTS service (10+ years)

Conducting an assessment of MTS services and future demands / needs to create two plans:

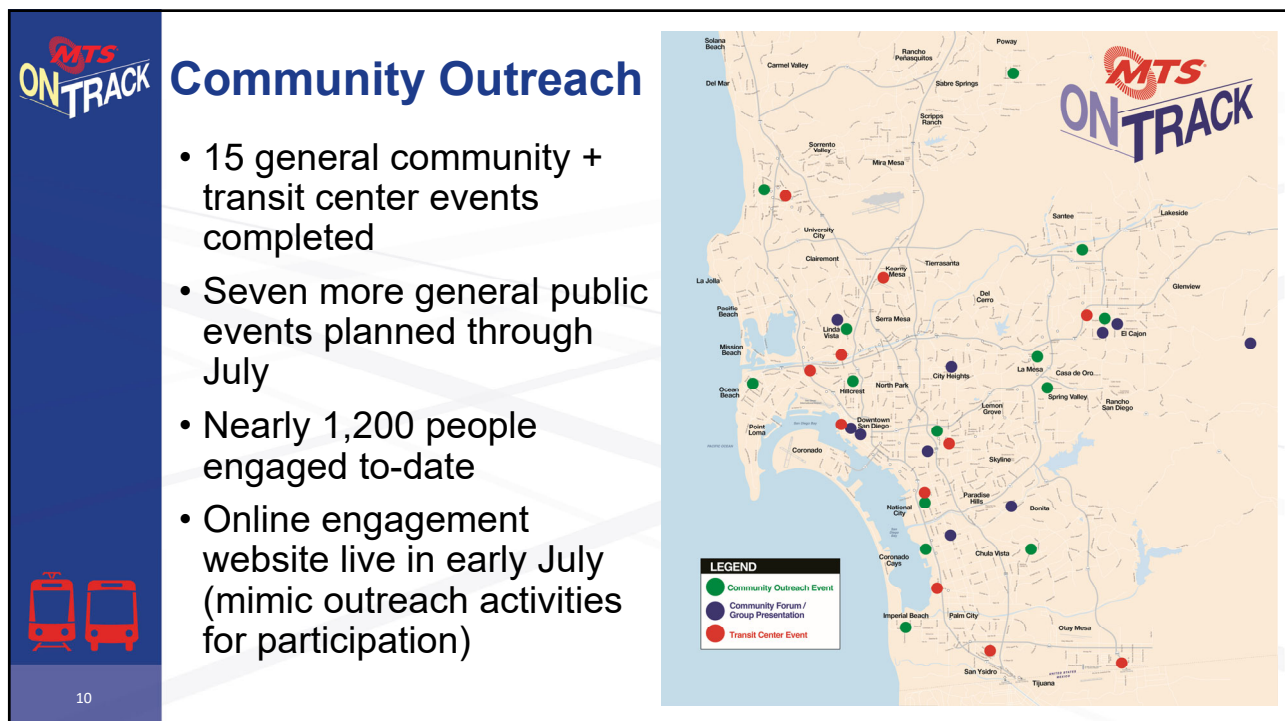
- If additional funding becomes available, how do we build upon recent momentum and success to make MTS work better for more people?
- If no additional funding is available, how do we apply more significant cost savings measures (like service reductions) to create the most sustainable transit system moving forward?

Plans will help direct MTS staff and Board on transit priorities moving forward.

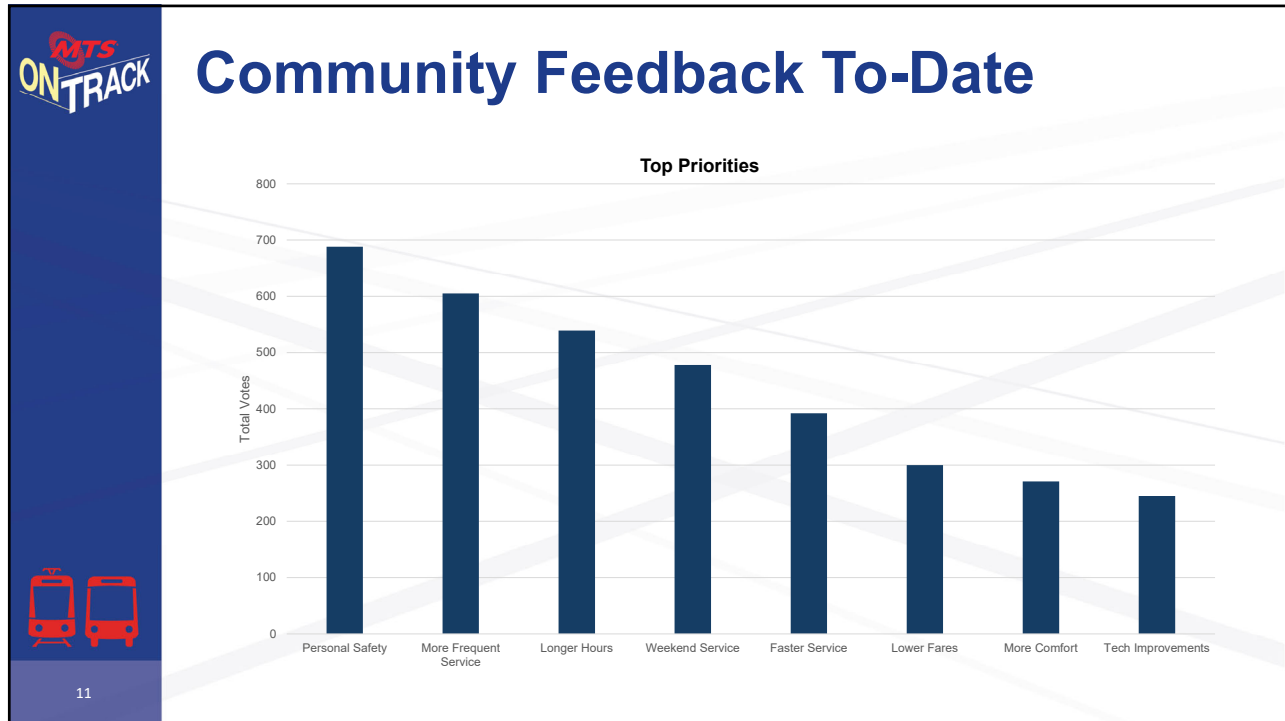
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11

**Community Based Organization Partnerships**

- Executed contracts with all CBOs that applied for OnTrack work
- All partners will support communications efforts and host community workshops
- Partners:
  - Circulate SD (regional)
  - Bayside Community Center (Linda Vista)
  - El Cajon Collaborative (El Cajon)
  - Environmental Health Coalition (Barrio Logan / National City)
  - Majdal Community Center (El Cajon / regional)
  - Mid-City CAN (City Heights)

12

12




13

## Working Group Presentations

- Presentations to interest groups and/or partner organizations that are invested in public transportation
- Educate community and business leaders; get some representative feedback; partner for communications efforts
- Chambers of Commerce; planning groups; construction; business improvement districts; tourism, military, mobility, etc.



13




14

## Next Steps

- Voter Opinion Research
- CBO Workshops
  - Ongoing through July
- Community Advisory Committee summer meeting preparation
  - July
- Community Engagement Software: Communications push when website live
  - Advertising
  - Partner toolkit
- Draft Report on Community Engagement Findings
  - Late summer



14





**Comments / Questions**

**Mark Olson, Director of Marketing & Communications**  
[mark.olson@sdmts.com](mailto:mark.olson@sdmts.com)



15

June 20, 2025

## Coordinated Plan Update

### Overview

SANDAG is in the process of updating the region's Coordinated Public Transit-Human Services Transportation Plan (Coordinated Plan). Coordinated Plans identify the transportation needs of individuals with disabilities, older adults, and people with low incomes; provide strategies for meeting these needs; and prioritize transportation services for funding and implementation. Federal transit law requires that Coordinated Plans are developed with participation by seniors, individuals with disabilities, representatives of public, private, and nonprofit transportation and human services providers, and other members of the public utilizing transportation services. At the [April 4, 2025, Transportation Committee meeting](#), staff presented findings from outreach, surveys and focus groups conducted to inform the Coordinated Plan. This presentation will expand on the needs identified through outreach and outline proposed goals, strategies, and recommendations informed by best practices.

### Action: Information

Staff will present initial recommendations to support the update of the region's Coordinated Plan.

### Fiscal Impact:

Development of the Coordinated Plan is funded through Overall Work Program Project No. 3320100.

### Schedule/Scope Impact:

The draft Coordinated Plan is anticipated to be published by fall 2025.

### Key Considerations

The Coordinated Plan combines the federal requirement in 49 U.S.C. 5310 for a Coordinated Public Transit-Human Services Transportation Plan, the state requirement for transit operations performance monitoring through the Transportation Development Act, and the regional requirement in [SANDAG Board Policy No. 018](#) for a Regional Short-Range Transit Plan into one document. The Coordinated Plan facilitates the distribution of local funding for our region's Specialized Transportation Grant Program, including the federal program Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310), which can fund services in the region's urbanized areas, and the *TransNet* Senior Mini Grant Program, which can fund services in both urban and rural areas across the entire region. Developing a plan consistent with applicable federal, state, and local requirements ensures the availability of funding for specialized transportation providers in the San Diego Region. Meeting the transportation needs of these groups will also be increasingly important as the San Diego region's population ages. While one in ten residents was aged 65 or older in 2000, this will increase to one in five by 2050.<sup>1</sup>

A critical element of the Coordinated Plan is to identify transportation needs and gaps for older adults, people with disabilities, and people with low incomes. Understanding these gaps allows SANDAG to prioritize Specialized Transportation Grant Program funding for projects best suited to address the specific travel needs of each identified population. To determine needs and gaps, this cycle included outreach efforts such as a scientific survey, focus groups, and presentations to the Project Development Team<sup>2</sup>, Social Services Transportation Advisory Council, Mobility Working Group, Social Equity Working Group, and Transportation Committee. Staff complemented outreach efforts by researching the best practices on transportation coordination strategies, funding, service levels, and performance measures

<sup>1</sup> SANDAG Series 15 Regional Growth Forecast

<sup>2</sup> Project Development Team includes staff representatives from SANDAG, Metropolitan Transit Service, North County Transit District, Facilitating Access to Coordinated Transportation, and other transportation providers, depending on agenda topics

included in other agencies' Coordinated Plans and specialized transportation programs. Based on the outreach and research conducted, staff identified that the San Diego region has gaps in riders' understanding of available transportation services, insufficient public agency coordination, inadequate data collection and analysis, and limited funding availability for transportation services. In addition, staff found that transportation resources could be better coordinated and more efficient and that fixed-route transit could be improved to better serve older adults, people with disabilities, and people with low incomes. To address these gaps and shortcomings, the following goals are proposed for the Coordinated Plan which are supported by recommended draft strategies included in Attachment 1.

- Clear, understandable, and readily available information about transportation options from transportation providers, coordinators, and public agencies
- Availability of usable and shareable data to support planning efforts and improve mobility options
- Coordinated and efficient use of transportation resources
- Convenient, accessible, safe, and comfortable transportation services
- Financial and operational stability for transportation providers and coordinators

Best practices research was also conducted around the roles and responsibilities of Consolidated Transportation Services Agencies (CTSAs). The requirement to designate a CTSA for each County or regional transportation planning agency (RTPA) in California was enacted by the Social Services Transportation Improvement Act of 1979. This Act stipulates that CTSAs are intended to improve social service transportation service delivery and cost-effectiveness, eliminate gaps and redundancies in service, and remove operational barriers by coordinating specialized transportation services available within the region. To learn best practices, SANDAG researched CTSA structures established by 13 RTPAs across the state. Staff followed up and interviewed representatives of five of these regions. The research revealed that CTSA priorities and responsibilities varied from region to region, but some practices that SANDAG could incorporate into the Coordinated Plan include:

- Clearly defined coordination activities, such as training drivers and purchasing and maintaining vehicles on behalf of multiple providers
- Performance measures, such as the number of rides provided via referrals from the CTSA and the net impact on administrative overhead for participating providers
- Limited term contracts, such as four to five years in length
- Adequate and reliable funding
- Referrals to effective and cost-efficient service providers
- Responsive to local needs identified by transportation providers and riders

### **Next Steps**

Staff will incorporate feedback from the Transportation Committee and the Social Services Transportation Advisory Council on the proposed goals and strategies, continue drafting the Coordinated Plan, and release the draft plan for public comment later this year. After conducting a public hearing in the Fall of 2025, the Transportation Committee will be asked to approve the plan. More information on the Coordinated Plan is available on the [SANDAG website](#).

***Antoinette Meier, Senior Director of Regional Planning***

Attachment: 1. Draft Proposed Goals and Strategies Table



Identified Service Gap / Transportation Coordination Objective	Draft Goal	Draft Strategy / Recommendation	Lead agency
Older adults, people with disabilities, and people with low incomes have limited awareness of what transportation services are available to them due to a lack of information	Clear, understandable, and readily available information about transportation options from transportation providers, coordinators, and public agencies	Collaborate with the County of San Diego to improve information regarding transit, paratransit, specialized transportation eligibility, availability, and discounts in creating a general rider guide, Ride Well to Age Well Guide for older adults, and other transportation resources to be available on agency websites	SANDAG, County of San Diego, MTS, NCTD, CTSA
		Provide information to households eligible for specialized transportation in accessible formats, including by physical mail	SANDAG
Public agencies do not coordinate to consistently collect and analyze data on transportation needs of older adults, people with disabilities, and people with low incomes	Availability of usable and shareable data to support planning efforts and improve mobility options	Conduct comprehensive surveys and other forms of outreach with older adults, people with disabilities, and people with low incomes to identify transportation needs and update the Coordinated Plan. Collaborate with other agencies, such as the County of San Diego's Aging and Independence Services department, to fulfill each agency's respective requirements more efficiently	SANDAG, County of San Diego, MTS, NCTD, CTSA
		Incorporate best practices into agency standard operating procedures for collecting data on people with disabilities by using references such as the Transit Cooperative Research Program (TCRP) guidebook	SANDAG, County of San Diego, MTS, NCTD, CTSA
		Make collected survey data available for use by other agencies to eliminate redundant efforts and establish a baseline	SANDAG
		Conduct a regional mapping effort to identify sidewalk gaps and other barriers to accessibility	SANDAG and Local Jurisdictions

Identified Service Gap / Transportation Coordination Objective	Draft Goal	Draft Strategy / Recommendation	Lead agency
Transportation resources could be better coordinated and more efficient	Coordinated and efficient use of transportation resources	Amend contracts and policies to review CTSA performance every four years and incorporate into the Coordinated Plan (based on best practices research)	SANDAG and CTSA
		Establish a pilot program to provide paratransit-equivalent service across the MTS/NCTD service area boundary without requiring rider transfers	MTS and NCTD
		Improve coordination by incentivizing CTSA/mobility management grantees to maximize the number of referrals to other transportation providers	SANDAG and CTSA
		Improve coordination by incentivizing CTSA/mobility management grantees to match riders with the lowest-cost transportation provider that meets their needs	SANDAG and CTSA
		Collect feedback every four years from social service transportation providers on which coordination strategies would be effective and best serve their needs	SANDAG

Identified Service Gap / Transportation Coordination Objective	Draft Goal	Draft Strategy / Recommendation	Lead agency
Transportation resources could be better coordinated and more efficient	Coordinated and efficient use of transportation resources	Explore joint procurement, use, and maintenance of wheelchair-accessible vehicles; driver training; ride-scheduling and dispatching; specialized transportation eligibility verification; use of improved referral software; and other functions to reduce duplication among transportation providers and improve efficiency and effectiveness of coordination	CTSA
		Consider fare standardization across all transportation services available to the public	SANDAG, MTS and NCTD, STGP Grantees
		Consider simplifying and consolidating the application processes for riders of paratransit and specialized transportation	MTS and NCTD, STGP Grantees
		Conduct pilot programs to improve the utilization of paratransit and other specialized transportation vehicles by offering additional transportation services, such as same-day rides on a space-available basis	SANDAG, MTS and NCTD, STGP Grantees
Fixed-route transit could be improved to better serve older adults, people with disabilities, and people with low incomes	Convenient, accessible, safe, and comfortable transportation services	Maintain fixed-route transit service levels, infrastructure, and vehicles to ensure access to opportunities	MTS and NCTD
		Continue providing subsidized fixed-route transit rides to older adults and people with disabilities, low income (Senior/Disabled/Medicare fare)	MTS and NCTD

Identified Service Gap / Transportation Coordination Objective	Draft Goal	Draft Strategy / Recommendation	Lead agency
Fixed-route transit could be improved to better serve older adults, people with disabilities, and people with low incomes	Convenient, accessible, safe, and comfortable transportation services	Continue to fund operations of specialized transportation, prioritizing cost-effective and non-redundant services	SANDAG, STGP Grantees
		Improve the utilization of fixed-route transit vehicles by offering zero-fare access to fixed-route transit for paratransit-certified customers	SANDAG, MTS and NCTD
		Improve accessibility of sidewalks and waiting areas near transit stops	MTS and NCTD, Local Jurisdictions
Funding available for transportation providers and coordinators is limited	Financial and operational stability for transportation providers and coordinators	Seek additional funding to improve fixed-route transit frequency, reliability, and service coverage	SANDAG, MTS and NCTD
		Recommend that future proposed funding measures include set aside for specialized transportation	SANDAG, MTS and NCTD
		Use additional STGP funding to expand door-to-door and door-through-door service availability	SANDAG, STGP Grantees
		Carve off a portion of Section 5310 funding for CTSA for coordination, subject to performance	SANDAG



## Coordinated Plan Update

Transportation Committee | Item 7  
Tim Garrett, Associate Regional Planner  
Rubi Morales, Associate Regional Planner  
June 20, 2025

1

## Coordinated Plan Overview



**Transit and Specialized  
Transportation**



**Identify Needs of  
Disadvantaged Populations**



**Fulfill Requirements**  
Ensure Access to Funding

**SANDAG** | 2

2

## Plan Requirements Overview

	Federal	State	Local
Source	Federal Transit Law	Transportation Development Act (TDA)	SANDAG Board Policy 018
Components	<ul style="list-style-type: none"> <li>• Transportation needs of: <ul style="list-style-type: none"> <li>• Individuals with disabilities</li> <li>• Older adults</li> <li>• People with low incomes</li> </ul> </li> <li>• Strategies to meet needs</li> <li>• Priorities for funding</li> </ul>	<ul style="list-style-type: none"> <li>• Potential public transit productivity improvements, including those recommended in the triennial TDA performance audit</li> </ul>	<ul style="list-style-type: none"> <li>• Public transit service gaps and deficiencies</li> <li>• Evaluation of existing services and programs</li> <li>• Methodology for near-term future service adjustments</li> </ul>
Outcomes	Distribute funding through Specialized Transportation Grant Program	Ongoing Performance Monitoring	Regional Short Range Transit Plan, Service Changes

**SANDAG** | 3

3

## Organizations Involved

- SANDAG
  - Evaluate regional needs through Coordinated Plan
  - Monitor performance of transportation providers and CTSA
- MTS and NCTD
  - Fixed-route transit and paratransit
- Consolidated Transportation Services Agency (CTSA): FACT
  - Coordination and referrals to other providers
- Specialized Transportation Providers
- County of San Diego
  - Aging and Independence Services for older adults

**SANDAG** | 4

4



## Consolidated Transportation Services Agency (CTSA) Research

- Assembly Bill 120 (1979) allowed for regional designation of CTSA
- Purpose: promote coordination of specialized transportation to achieve cost-savings and efficiency
- Best practices:
  - Clearly defined coordination activities
  - Performance measures
  - Limited term contracts
  - Adequate and reliable funding
  - Referrals to effective and cost-efficient service providers
  - Responsive to local needs
  - Coordination separate from providing transportation

**SANDAG** | 5

5

## Outreach Strategy



**Focus Groups**



**Survey**



**Presentations and Public Hearing**

**SANDAG** | 6

6

## Identified Service Gaps

- Riders have limited awareness of available transportation services
- Insufficient public agency coordination and inadequate data collection and analysis
- Transportation could be better coordinated and more efficient
- Fixed-route transit could be improved
- Funding for transportation services is limited

**SANDAG** | 7

7

## Draft Goals

- Clear and understandable information about transportation options from transportation providers, coordinators, and public agencies
- Availability of usable and shareable data to support planning efforts and improve mobility options
- Coordinated and efficient use of transportation resources
- Convenient, accessible, safe, and comfortable transportation services
- Financial and operational stability for transportation providers and coordinators

**SANDAG** | 8

8



## Draft Strategies

- Goal: Clear, understandable, and readily available information about transportation options from transportation providers, coordinators, and public agencies

Strategy/Recommendation	Implementing Agency
Collaborate with the County of San Diego to improve information regarding transit, paratransit, specialized transportation eligibility, availability, and discounts in creating a general rider guide, Ride Well to Age Well Guide for older adults, and other transportation resources to be available on agency websites	SANDAG, County of San Diego, MTS, NCTD, CTSA, Specialized Transportation Providers
Provide information to households eligible for specialized transportation in accessible formats, including by physical mail	SANDAG, County of San Diego, MTS, NCTD, CTSA, Specialized Transportation Providers

**SANDAG** | 9

9

## Draft Strategies

- Goal: Availability of usable and shareable data to support planning efforts and improve mobility options

Strategy/Recommendation	Implementing Agency
Conduct comprehensive surveys and other forms of outreach with older adults, people with disabilities, and people with low incomes to identify transportation needs and update the Coordinated Plan. Collaborate with other agencies, such as the County of San Diego's Aging and Independence Services department, to fulfill each agency's respective requirements more efficiently	SANDAG, County of San Diego, MTS, NCTD, CTSA
Conduct a regional mapping effort to identify sidewalk gaps and other barriers to accessibility	SANDAG and Local Jurisdictions

**SANDAG** | 10

10

## Draft Strategies

- Goal: Coordinated and efficient use of transportation resources

Strategy/Recommendation	Implementing Agency
Review CTSA scope of work every four years to ensure that coordination activities and performance metrics reflect regional needs. Amend CTSA contract if needed and continuously monitor performance	SANDAG and CTSA
Explore joint procurement, use, and maintenance of wheelchair-accessible vehicles; driver training; ride-scheduling and dispatching; specialized transportation eligibility verification; use of improved referral software; and other functions to reduce duplication and improve efficiency and effectiveness of coordination	CTSA
Explore opportunities to provide paratransit-equivalent service across the MTS/NCTD service area boundary without requiring rider transfers	MTS and NCTD, CTSA

**SANDAG** | 11

11

## Draft Strategies

- Goal: Convenient, accessible, safe, and comfortable transportation services

Strategy/Recommendation	Implementing Agency
Maintain fixed-route transit service levels, infrastructure, and vehicles to ensure access to opportunities	MTS and NCTD
Improve accessibility of sidewalks and waiting areas near transit stops	MTS and NCTD, Local Jurisdictions
Continue to fund operations of specialized transportation, prioritizing cost-effective and non-redundant services	SANDAG, STGP Grantees

**SANDAG** | 12

12

## Draft Strategies

- Goal: Financial and operational stability for transportation providers and coordinators

Strategy/Recommendation	Implementing Agency
Carve off a portion of Section 5310 funding for CTSA for coordination, subject to performance	SANDAG
Seek additional funding to improve fixed-route transit frequency, reliability, and service coverage	SANDAG, MTS and NCTD
Recommend that future proposed funding measures include setaside for specialized transportation	SANDAG, MTS and NCTD

## Questions/Discussion

## Stay connected with SANDAG

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| 15