



# **FYE 2014 Transportation Fund For Clean Air Regional Fund**

## **Guidance and Application Webinar for Electronic Bicycle Lockers**

November 21, 2013



Patrick Wenzinger  
Administrative Analyst  
Bay Area Air Quality Management District



- Introduction to Bay Area Air Quality Management District
- Transportation Fund for Clean Air Program
- Review of FYE 2014 Guidance
- Application Instructions
- Q & A



# Bay Area Air Quality Management District (BAAQMD)



- **Established in 1955**
- **7 million residents**
- **5 million registered on-road vehicles**
- **9 Counties**

**Mission:** To protect and improve public health, air quality, and the global climate



# Transportation Fund for Clean Air Program (TFCA)



The **TFCA** funds projects that reduce emissions from on-road motor vehicles including **Bicycle Facility projects**:

- **TFCA Regional Fund**
  - BRVP: \$600,000 (currently open)
  - Electronic lockers: \$400,000 (currently open)
- **TFCA County Program Manager Fund**
  - New Class 1, 2, & 3 Projects
  - Bike racks (including racks on buses, trains & shuttles), lockers & storage facilities
  - Bike purchases for public fleets

# FYE 2014 – Electronic Bicycle Locker Projects



- **Funding Availability:** \$400,000
- **Eligible Applicants:** Only public agencies
- **Maximum Award:** \$50,000 per agency
- **Timeline**
  - November 14, 2013: Issued call for projects
  - Reviewing applications on a first-come, first-served basis
  - February 10, 2014: Application deadline
  - February 2014 (tentative): Generate funding agreements

# Guidance, Policies, and Evaluation Criteria



- **Projects must comply with Board adopted policies**
- **General and project–type specific policies**
- **Highlighted policies**
  - Minimum award amount \$10,000 (Policy #6) and a minimum of 4 bicycles accommodated
  - Must commence by end of calendar year 2014 (Policy #8) & must expend funds within 2 years of executed contract (Policy #20)
  - Must provide at least 10% in matching funds from non-TFCA sources (Policy #5)

# Appendix A:

## E-lockers Projects (Policy #30)

- Purchase and install new electronic bicycle lockers
- A description of bicycle parking must be included in an adopted countywide bicycle plan, Congestion Management Plan, or the Metropolitan Transportation Commission's Regional Bicycle Plan
- Serve a major activity center (e.g., transit station, office building, or school)
- \$2,500 per bicycle accommodated by the locker(s)

# Appendix B: Eligible TFCA Costs



- Projects are only eligible for TFCA reimbursement for implementation costs
  - Electronic bicycle locker(s) capital costs
  - Site preparation material(s) costs
  - Documented hourly labor charges (salaries, wages, and benefits) directly and solely related to site preparation and installation of the electronic bicycle locker(s)
  - Contractor labor charges related to site preparation and installation of the electronic bicycle locker(s)



# Appendix B: Ineligible TFCA Costs

- TFCA funds *cannot* be used to reimburse
  - Costs related to maintenance, repairs, rehabilitation, or upgrades
  - Operating costs (e.g., salaries after a locker is open for public use, ongoing training/support, advertising, and rent/leases)
  - Planning activities not directly related to project implementation
  - Indirect and administrative costs

# Appendix D: Insurance Guidelines

- The Project Sponsor must provide certificates and/or other evidence of the following insurance coverage
  - Liability Insurance
  - Property Insurance
  - Workers Compensation Insurance

# Application Instructions



- Submit copies of application materials as specified in the table below:

Part	Application Part	Required Document Format	Submittal Instructions
1	SUMMARY INFORMATION	Microsoft Excel spreadsheet	Two (2) hard copies, mail or hand deliver, AND email to <a href="mailto:grants@baaqmd.gov">grants@baaqmd.gov</a> .
2	PROJECT BUDGET	Microsoft Excel spreadsheet	Two (2) hard copies, mail or hand deliver, AND email to <a href="mailto:grants@baaqmd.gov">grants@baaqmd.gov</a> .
3*	PROJECT TYPE-SPECIFIC INFORMATION	Microsoft Word document	Two (2) hard copies; mail or hand deliver
4*	CLEAN AIR POLICIES AND PROGRAMS	Microsoft Word document	Two (2) hard copies; mail or hand deliver
5*	ATTACHMENTS	Microsoft Word document	Two (2) hard copies; mail or hand deliver
6*	CERTIFICATION AND SURVEY	Microsoft Word document	Two (2) hard copies; mail or hand deliver

# Application Instructions



- Mail:  
Karen M. Schkolnick  
District Grant Programs Manager  
Strategic Incentives Division  
Bay Area Air Quality Management District  
939 Ellis Street  
San Francisco, CA 94109
- Email: [grants@baaqmd.gov](mailto:grants@baaqmd.gov)
- Application materials, when not required, sent by email and/or by fax will not be accepted



## General Questions:

**Kenneth Mak, Air Quality Technician**

**[kmak@baaqmd.gov](mailto:kmak@baaqmd.gov) (415) 749-8660**

## Bicycle Projects:

**Patrick Wenzinger, Administrative Analyst**

**[pwenzinger@baaqmd.gov](mailto:pwenzinger@baaqmd.gov) (415) 749-4934**



**E-Locker Website:**

**<http://www.baaqmd.gov/Divisions/Strategic-Incentives/Alternative-Transportation/Electronic-Bicycle-Lockers.aspx>**