

**Metropolitan Transportation Commission
Programming and Allocations Committee**

May 8, 2013

Item Number 2d

Resolution No. 4097

Subject: Renewal of Consolidated Transportation Service Agency (CTSA)
Designation for Outreach & Escort, Inc. in Santa Clara County

Background: In 1979, the California Legislature enacted AB 120, the Social Service Transportation Improvement Act. The Social Service Transportation Improvement Act of 1979 (AB 120) mandated improvements to social services transportation, and led to the creation and designation of Consolidated Transportation Service Agencies (CTSAs).

Currently, CTSAs are a mechanism for promoting the concept of mobility management. By law, CTSAs in the San Francisco Bay Area are designated by MTC to identify and consolidate all funding sources and maximize the services of public and private transportation providers within their geographic area. Benefits of CTSA designations for non-profits in particular include the ability to purchase using state contracts, and reduced DMV fees.

In January 2013, MTC received a request from Outreach and Escort, Inc. (Outreach) for CTSA re-designation. Outreach is a private, non-profit organization that has a long history of providing human service transportation services and coordination in Santa Clara County. Outreach was designated as a CTSA for Santa Clara County in 2011. The current designation expires on June 30, 2013.

Consistent with the Coordinated Public Transit—Human Services Transportation Plan Update for the San Francisco Bay Area (MTC Resolution No. 4085), MTC notified the County Board of Supervisors, Santa Clara PCC, and Santa Clara Valley Transportation Agency (VTA) of Outreach's request. VTA responded with a letter of support; no other responses were received as of this mailing. Outreach has provided materials to support their request, including a description of their services and coordination activities.

Over the past two years Outreach has successfully demonstrated countywide consolidation and coordination activities that involve multiple stakeholders aimed at improving mobility and transportation outcomes for Santa Clara's transportation-disadvantaged populations.

Staff recommends extending CTSA status to Outreach until June 30, 2017 with the understanding that Outreach will be precluded from receiving either Transportation Development Act or State Transit Assistance funding except as awarded via competitive process through MTC's Lifeline Transportation Program. A four-year long designation will provide Outreach with planning and procurement advantages and is in line with the Coordinated Plan's expected update cycle.

Issues: None.

Recommendation: Refer MTC Resolution No. 4097 to the Commission for approval.

Attachments: VTA Support Letter
MTC Resolution No. 4097

J:\SECTION\ALLSTAFF\Resolution\TEMP-RES\MTC\May PAC\tmp-4097.doc



February 22, 2013

Mr. Steve Heminger, Executive Director
Metropolitan Transportation Commission
101 Eighth Street, 3rd Floor
Oakland, CA 94607-4700

RECEIVED
FEB 27 2013
MTC

RE: Support for Designation of Outreach and Escort, Inc. as a Consolidated Transportation Service Agency

Dear Mr. Heminger:

The Santa Clara Valley Transportation Authority (VTA) has received a request from Outreach and Escort, Inc. (OUTREACH) to support its' re-designation as a Consolidated Transportation Service Agency (CTSA).

OUTREACH held CTSA designation between 1982 and 1995 and then in 2011 OUTREACH again received designation for a two-year period that expires June 2013. Given their extensive efforts in providing transportation programs for seniors and persons with disabilities, we support a re-designation on an ongoing basis similar to that provided to other non-profit agencies in the state.

OUTREACH has been VTA's paratransit services broker since 1993. During this time, they have provided high quality, cost effective paratransit with exemplary customer service, broad community support and a commitment to pursuing non-VTA funds to support the program. The CTSA designation enables OUTREACH as a non-profit to reduce DMV fees and procure using the State contract, which in turn helps sustain a cost effective paratransit program.

VTA's ongoing support is conditioned on MTC's stipulation that OUTREACH will be precluded from receiving either Transportation Development Act or State Transit Assistance funding except as awarded via competitive process through MTC's Lifeline Transportation Program. This is an important issue as these funds are used by VTA to support our ADA mandated paratransit services. Further, if new grant fund programs are developed in the future, we request that MTC review and determine their applicability for CTSA use.

Please call Jim Unites, Deputy Director, Service and Operations Planning, at (408) 321-7032 if you require any additional information.

Sincerely,

A handwritten signature in black ink that reads "Michael T. Burns".

Michael T. Burns
General Manager

c: VTA Board of Directors
VTA Committee for Transit Accessibility
Katie Heatley, President/CEO, OUTREACH
Michael Hursh, Chief Operating Officer
John Ristow, Chief CMA Officer
Marcella Rensi, Programming & Grants Manager
Jim Unites, Deputy Director, Service and Operations Planning

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

ABSTRACT

Resolution No. 4097

This resolution adopts Consolidated Transportation Service Agency (CTSA) Designations for the San Francisco Bay Area.

The following attachments are provided with this resolution:

Attachment A — Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area

Attachment B — Designations of Consolidated Transportation Service Agencies (CTSAs) within the San Francisco Bay Area

Further discussion of this action is included in the Programming and Allocations Summary sheet dated May 8, 2013.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Re: Consolidated Transportation Service Agency (CTSA) Designation for the San Francisco Bay Area

METROPOLITAN TRANSPORTATION COMMISSION
RESOLUTION NO. 4097

WHEREAS, the Metropolitan Transportation Commission (MTC) is the regional transportation planning agency for the San Francisco Bay Area pursuant to Government Code 66500 *et seq.*; and

WHEREAS, the California Legislature enacted the Social Service Transportation Improvement Act (Chapter 1120, Statutes of 1979) (hereafter referred to as AB 120) with the intent to improve transportation service required by social service recipients; and

WHEREAS, AB 120 requires that each transportation planning agency shall prepare, adopt and submit to the Secretary of the Business, Transportation and Housing Agency an Action Plan for coordination of social service transportation services in their respective geographic area (Government Code Section 15975); and

WHEREAS, the Action Plan must include the designation of one or more Consolidated Transportation Service Agency(ies) within the geographic area of jurisdiction of the transportation planning agency (Government Code Section 15975(a)); and

WHEREAS, the Metropolitan Transportation Commission adopted the MTC Regional Action Plan for the coordination of Social Service Transportation (MTC Resolution 1076, Revised); and

WHEREAS, the Coordinated Public Transit—Human Services Transportation Plan Update (MTC Resolution No. 4085) includes the steps for designating Consolidated Transportation Service Agencies within the San Francisco Bay Area; now, therefore, be it

RESOLVED, that MTC designates the agency(ies) listed on Exhibit B, which is incorporated herein as though set forth at length, as Consolidated Transportation Service Agency(ies); and be it further

RESOLVED, that the Executive Director may forward this resolution to the California Department of Transportation (Caltrans), and such agencies as may be appropriate.

METROPOLITAN TRANSPORTATION COMMISSION

Amy Rein Worth, Chair

The above resolution was entered into by the Metropolitan Transportation Commission at a regular meeting of the Commission held in Oakland, California on May 22, 2013.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Attachment A
Resolution No. 4097
Page 1 of 1

Consolidated Transportation Service Agency (CTSA) Designation Process for the San Francisco Bay Area

MTC's process and conditions for designating CTSA's are set forth in the Coordinated Public Transit—Human Services Transportation Plan Update for the San Francisco Bay Area, MTC Resolution 4085. The process is as follows:

1. Applicant makes request.
2. MTC notifies the County Board of Supervisors, the PCCs, and transit operators of its intent to designate a CTSA in the County.
3. MTC staff evaluates candidates for consistency with mobility management activities as outlined in the Coordinated Public Transit-Human Services Transportation Plan.
4. MTC's Programming and Allocations Committee reviews and recommends CTSA designation.
5. Commission adopts CTSA designation.
6. MTC notifies CTSA, transit operators, State of California and PCC of CTSA designation.

Under this process, MTC's evaluation of CTSA candidates take into account various factors, including but not limited to:

- Past CTSA designations and performance; relevance of activities to current coordination objectives.
- Scale of geography covered by designation request.
- Extent to which the applicant was identified as the result of a county or subregionally based process involving multiple stakeholders aimed at improving mobility and transportation coordination for transportation-disadvantaged populations.
- The applicant's existing and potential capacity for carrying out mobility management functions described in this chapter as well as other requirements of CTSA's as defined by statute.
- Institutional relationships and support, both financial and in-kind, including evidence of coordination efforts with other public and private transportation and human services providers.

Date: May 22, 2013
W.I.: 1311
Referred By: PAC

Attachment B
Resolution No. 4097
Page 1 of 1

**Designations of Consolidated Transportation Service Agencies (CTSAs)
within the San Francisco Bay Area**

Date of Designation	Period of Designation	Name of Agency	Geographic Area
5/22/2013	7/1/2013 – 6/30/2017	Outreach & Escort, Inc. ¹	Santa Clara County

¹ This designation was approved for a four-year period ending June 20, 2017. This designation limits claimant eligibility under California Public Utilities Code Section 99275 and California Code of Regulations (CCR) 6681 and 6731.1 to allow Outreach & Escort, Inc. to only claim STA funds programmed as part of MTC's Lifeline program. Access to Transportation Development Act (TDA) funds and other STA funds is not permitted. Other benefits available to CTSAs are granted through this designation.