

Capital Assistance Program



Making Efficient + Responsible Investments In Transit

Capital Assistance Prioritization Process

1. **Projects are screened for eligibility:**
 - » *Inclusion in agency TSP/TDP (or annual update letter)*
 - » *Review of open grants for the same assets that have not been spent*
 - » *Check for “Readiness” to implement (i.e. completion of study, E&D)*
2. **Eligible Projects are filtered into 3 categories, by project type:**
 - » *State of Good Repair, Minor Enhancements, and Major Expansions*
3. **Projects are scored according to the methodology outlined in the [FY22 Transit Capital Assistance Technical Documentation](#) posted on the DRPT website**
4. **Projects are ranked according to scoring**
5. **Funding is allocated to those that meet or exceed the scoring threshold for each category**
 - » *NOTE: The scoring threshold is dynamic and will be based on the pool of applications received and funds available*

Capital Assistance Project Types:

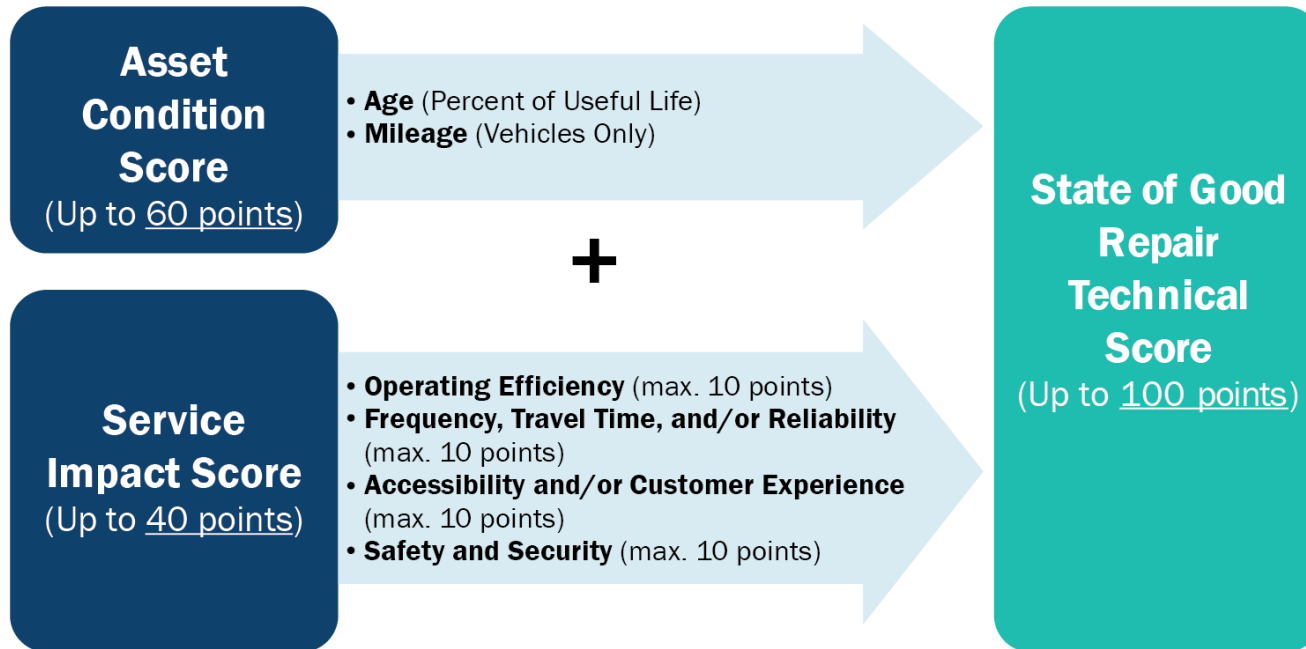
- **State of Good Repair (SGR)**: Projects or programs to replace or rehabilitate an existing asset
 - » *SGR Type 1: Replacement/Rehab of a specific existing asset*
 - » *SGR Type 2: Purchase of assets to replace unspecified assets “as-needed”, grouped programs of projects, or “special asset categories”*
- **Minor Enhancements (MIN)**: Projects or programs to add capacity, new technology, or a customer facility meeting the following criteria:
 - » *Project cost is \$2 million or less; or*
 - » *For expansion vehicles, ≤ 5 vehicles or $\leq 5\%$ of the fleet size, whichever is greater*
- **Major Expansions (MAJ)**: Projects or programs to add, expand, or improve service with:
 - » *Project cost exceeding \$2 million; or*
 - » *for expansion vehicles, > 5 vehicles or $> 5\%$ of the fleet size*

Capital Assistance Project Types:

- **Special Asset Categories (SGR Type 2):**

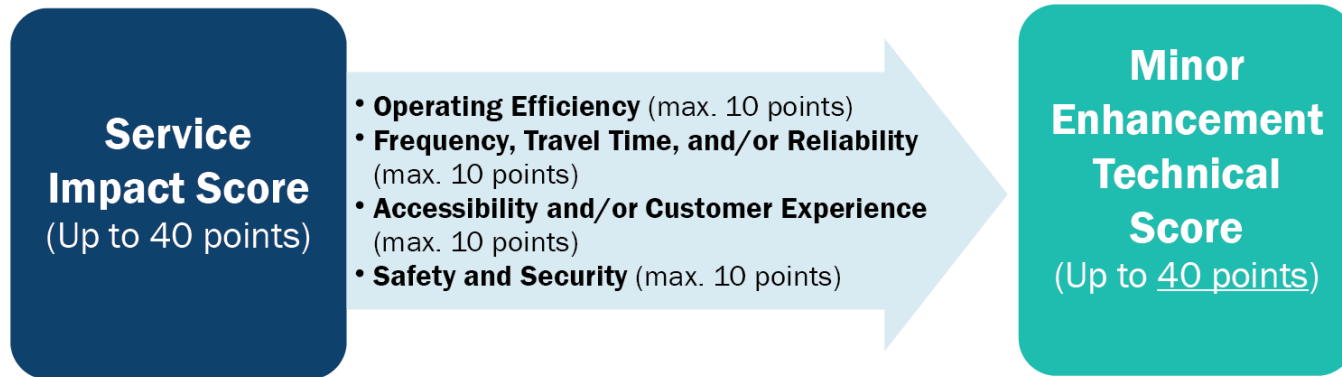
- » **Tools:** all tools needed to provide maintenance services (i.e. new/replacement tools, tool cabinets, etc.)
- » **Maintenance Equipment:** all equipment needed to maintain vehicles, infrastructure, and/or other assets (i.e. bus lift, tire mounting device, forklifts, etc.)
- » **Spare Vehicle/ Rail Parts:** all spare vehicle and rail parts that will be used to maintain assets in working order that are not part of a larger rehabilitation project (i.e. alternators, transmissions, engines, rail track, seats, windows, gas tanks, etc.)
- » **Building/ Facility Items and Fixtures:** all individual, small facility parts and fixture that are being replaced outside of a larger rehabilitation project (i.e. concrete floors, stairs, escalators, hand dryers, fans, lighting systems, etc.)
- » **Grouped Assets/ Programs of Projects** (less than \$2 million): includes large groups of assets that cannot be broken down into subcomponents (i.e. general “SGR” purchase of parts or track)
 - DOES NOT INCLUDE: Grouped or Program of Project for vehicle rehab or replacement
- » **Other Financial Tools:** includes funds for needed capital investments that cannot be scored as a replacement/ rehabilitation (i.e. capital cost of contracting, debt service on previously approved projects)

Scoring: State of Good Repair (SGR)



State of Good Repair projects will be evaluated considering asset condition (60 points) and service impact (40 points). The combined score from the two criteria adds up to 100 points. *(NOTE: This is only applied to SGR Type 1 projects)*

Scoring: Minor Enhancements (MIN)



Minor enhancement projects will be prioritized solely on service impact considerations, with projects receiving up to 40 points.

(NOTE: SGR Type 2 projects will be evaluated with MIN projects)

Asset Condition Score (SGR Type 1 Only)

- **For vehicles:** The asset condition rating score is the average of the age and mileage-based scoring systems - 50% mileage and 50% age
- **For nonvehicle assets:** Only the age score is used

NOTES:

- » *Asset age and mileage are compared against the Expected Service Life (ESL), which is the FTA standard for minimum service life of that type of asset*
- » *Each individual vehicle that is being replaced receives a score, while nonvehicle assets such as facilities are expected to be rated as one project*

Asset Condition Score (SGR Type 1 Only)

- The following table shows the points received for Age and Mileage
- Points will only be received for assets that have reached or exceeded 95% of their Estimated Service Life (ESL) for age or mileage

Age of Asset Relative to Service Life		Mileage of Vehicle Relative to Service Life	
	Points		Points
< 95% of ESL Age	0	< 95% of ESL Mileage	0
+/- 4.9% ESL Age	30	+/- 4.9% ESL Mileage	30
5-9.9% > ESL Age	35	5-9.9% > ESL Mileage	35
10-19.9% > ESL Age	40	10-19.9% > ESL Mileage	40
20-29.9% > ESL Age	45	20-29.9% > ESL Mileage	45
30-39.9% > ESL Age	50	30-39.9% > ESL Mileage	50
40-49.9% > ESL Age	55	40-49.9% > ESL Mileage	55
50% or more > ESL Age	60	50% or more > ESL Mileage	60

Asset Condition Score - Rehabilitation

- Vehicle rehabilitation projects (midlife overhauls or repowers) will be prioritized along with other vehicle assets
- The asset condition score will be calculated in a slightly different way
 - » *Eligibility:*
 - Vehicle must meet or exceed 40% of ESL for either age or mileage, and
 - The proposed rehab must extend ESL by at least 4 years
 - » *Scoring:*
 - Vehicle rehab projects can receive up to 30 points for asset condition:
 - Vehicle will receive 30 points if they meet or exceed 40% of ESL for age
 - Vehicle will receive 30 points if they meet or exceed 40% of ESL for mileage
 - These scores will be averaged - Maximum of 30 points

Service Impact Score (SGR & MIN)

- **Service impact considers the impact that the asset will have on service, and to what extent an asset affects the rider experience**
- **Measuring service impact is a qualitative exercise**
 - » *Points are assigned based on the determined level of impact to service quality by project subtype*
 - » *Additional points are available based on specific characteristics of each project*
- **There are four criteria which can each receive up to 10 points:**
 - » *Service Frequency, Travel Time and Reliability.*
 - » *Operating Efficiency.*
 - » *Service Accessibility and/or Customer Experience.*
 - » *Safety and Security.*

Service Impact Score (SGR & MIN)

- **Points are assigned initially based on the default rating for each criterion:**
 - » *High = 8 points*
 - » *Medium = 5 points*
 - » *Low = 2 points*
 - » *No Impact = 0 points*
- **Projects automatically receive the minimum score for the criterion based on the default values for each impact level**
 - » *For example, a project ranked as high impact for the operating efficiency criterion would automatically receive 8 points for the criterion*

Service Impact Score: Default Ratings

Primary Project Types	Secondary Project Types	Operating Efficiency	Frequency/ Travel Time/ Reliability	Accessibility/ Customer Experience	Safety and Security
Admin/Maintenance Facilities	All	Medium Impact	Medium Impact	Low Impact	Medium Impact
Customer Facilities	Bus Stop/ Shelter Improvements	Low Impact	No Impact	High Impact	Medium Impact
Customer Facilities	Transit Centers/Stations	Medium Impact	Medium Impact	High Impact	Medium Impact
Maintenance Equipment & Parts	All	Medium Impact	Medium Impact	Medium Impact	High Impact
System Infrastructure	All	High Impact	Medium Impact	Medium Impact	Medium Impact
Technology/Equipment	Administrative	Low Impact	Low Impact	Low Impact	Low Impact
Technology/Equipment	Operations Support	Medium Impact	Medium Impact	Medium Impact	Medium Impact
Technology/Equipment	Onboard Systems—ITS/Communications	Medium Impact	Medium Impact	High Impact	Medium Impact
Technology/Equipment	Onboard Systems—Safety	No Impact	No Impact	Medium Impact	High Impact
Vehicles	Revenue Vehicles	High Impact	High Impact	High Impact	High Impact
Vehicles	Support Vehicles	Medium Impact	Medium Impact	Low Impact	Low Impact
Vehicles	Overhaul/Engine Replacement	High Impact	High Impact	Medium Impact	High Impact

Service Impact Score: Default Ratings

Primary Project Types	Secondary Project Types	Operating Efficiency	Frequency/ Travel Time/ Reliability	Accessibility/ Customer Experience	Safety and Security
Admin/Maintenance Facilities	All	5	5	2	5
Customer Facilities	Bus Stop/ Shelter Improvements	2	0	8	5
Customer Facilities	Transit Centers/Stations	5	5	8	5
Maintenance Equipment & Parts	All	5	5	5	8
System Infrastructure	All	8	5	5	5
Technology/Equipment	Administrative	2	2	2	2
Technology/Equipment	Operations Support	5	5	5	5
Technology/Equipment	Onboard Systems—ITS/Communications	5	5	8	5
Technology/Equipment	Onboard Systems—Safety	0	0	5	8
Vehicles	Revenue Vehicles	8	8	8	8
Vehicles	Support Vehicles	5	5	2	2
Vehicles	Overhaul/Engine Replacement	8	8	5	8

Service Impact Score: Additional Points

- In order to differentiate based on specific characteristics of a project, the following additional considerations will be used to adjust the default score for each criteria

Criteria	Additional Considerations <i>Added to Default Score (Not to Exceed 10 points for Any Criterion)</i>
Operating Efficiency	<ul style="list-style-type: none"> Add 1 point for LEED-certified buildings or facilities (reduced facility operating costs). Add 1 point for Electric or Hybrid Technology vehicles Add 1 point for expansion buses if the agency spare ratio is below 15%
Service Frequency, Travel Time and Reliability¹	<ul style="list-style-type: none"> Add 1 point if the agency fixed-route on-time performance (OTP) is greater than 80% Add 1 point if the agency Vehicle Mean Distance between Failures > 10,000 miles
Service Accessibility and Customer Experience	<ul style="list-style-type: none"> Add 1 point for investments that add new stops or expand service coverage Add 1 point for software/hardware to provide real-time arrival information
Safety and Security	<ul style="list-style-type: none"> Add 1 point for onboard technology to enhance passenger safety Add 1 point for improved lighting or other crime prevention features Add 1 point for pedestrian safety improvements

¹ Measures used for demand responsive service may differ from those used for fixed route, for example, percentage of missed trips could be used in place of on-time performance.

Scoring: Major Expansion (MAJ)

- The prioritization criteria within each of the six factor areas will be weighted differently by four area type categories

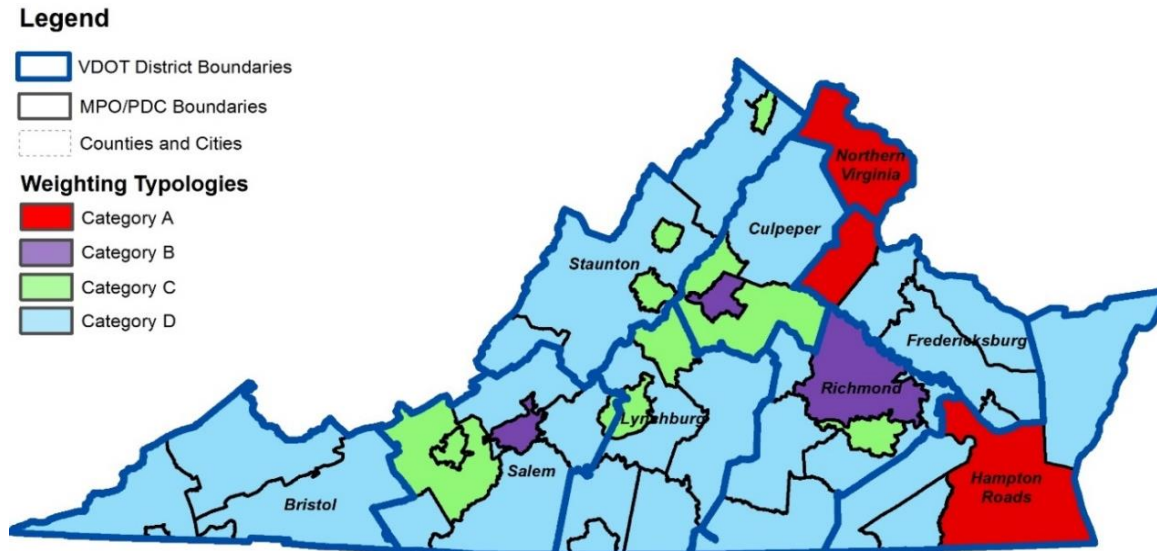
Criteria	Objective
Congestion Mitigation	Reduce delay, improve transportation system reliability, and encourage transit use
Economic Development	Support existing economies and enhance opportunity for economic development
Accessibility	Enhance worker and overall household access to jobs and other opportunities, and provide multiple and connected modal choices
Safety	Address multimodal safety concerns and improve transit safety and security
Environmental Quality	Reduce emissions and energy consumption by providing modal choices, and minimize natural resources impacts
Land Use	Improve consistency of the connection between local comprehensive plans and land use policies with transit investments

Prioritization Measures (MAJ Only)

Factor	Measure	Measure Weight
Congestion Mitigation	Change in peak-period transit system ridership attributed to the project	100%
Economic Development	Project consistency with regional and local economic development plans and policies, and support for local development activity	100%
Accessibility	Project improvement in accessibility to jobs, workforce development, and select non-work destinations	50%
	Disadvantaged population (low-income, minority, or limited English proficiency) within walking distance of project	50%
Safety	Project contribution to improving safety and security, reducing risk of fatalities or injuries	100%
Environmental Quality	Reduction in daily vehicle miles traveled resulting from project	100%
Land Use	Transit supportive land use served by the project	100%

Prioritization Criteria (MAJ Only)

- The prioritization criteria within each of the six factor areas will be weighted differently by four area type categories



Factor	Congestion Mitigation	Economic Development	Accessibility	Safety	Environmental Quality	Land Use
Category A	45%	5%	15%	5%	10%	20%
Category B	15%	20%	25%	20%	10%	10%
Category C	15%	25%	25%	25%	10%	
Category D	10%	35%	15%	30%	10%	

Calculating Benefit Scores (MAJ Only)

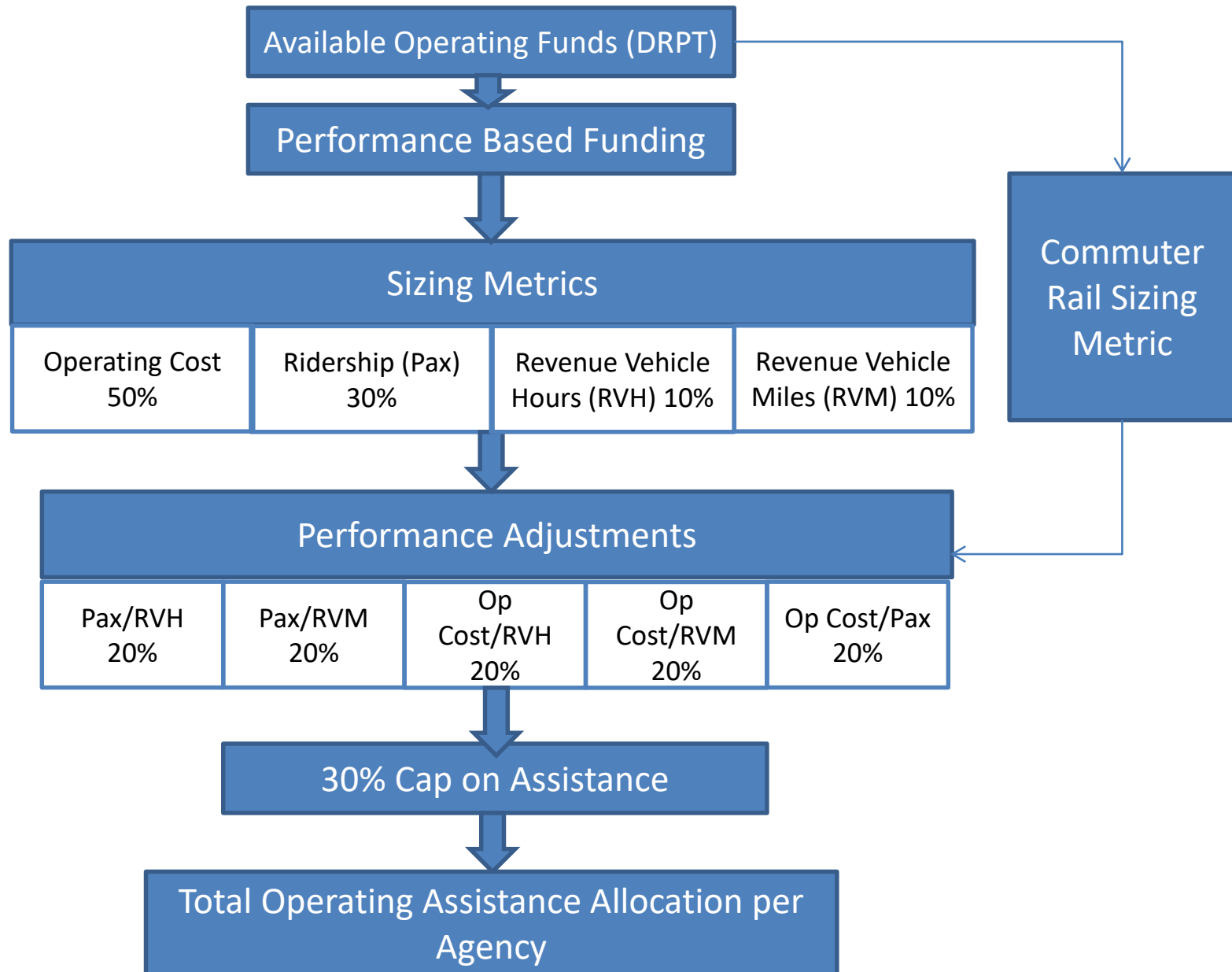
- **Step 1.** Within each of the measures identified for each of the six scoring factors, the raw measure value is normalized against a maximum value for that measure (putting each number on a 0-100 scale).
- **Step 2:** Once each normalized measure value has been established for the measure, the measure weighting is applied. Each measure within the six factor areas has a measure weight assigned that determines the importance in the score each measure contributes.
 - » *Note: the land use factor score will not be calculated for projects in areas C or D*
- **Step 3:** Once the measure weighting has been applied, the sum of the weighted normalized measure values produces the scoring value for that criteria.

Operating Assistance



Making Efficient + Responsible Investments In Transit

Operating Assistance Allocation Methodology



Performance Data Reporting

The 2018 General Assembly passed HB 1539, which requires the Commonwealth Transportation Board (CTB) to allocate Operating Assistance solely on the basis of performance metrics.

- » *Transit partners that wish to receive state Operating Assistance must submit performance data and audited operating cost.*
- » *Data should be carefully reviewed by each agency prior to submission to DRPT.*
- » *All transit agencies across the Commonwealth are impacted by data-quality issues!*



Performance Data Reporting

Monthly

- Data submissions are due on or before the last business day each month for the previous month's activity
- Transit grantees must submit the following performance data values in OLGA by mode:
 - » *Ridership*
 - » *Vehicle Revenue Miles*
 - » *Vehicle Revenue Hours*
- **New Features:**
 - » *Agencies must attach supporting documentation*
 - » *Agencies must explain data variance +/- 10% from the previous year*

Performance Data Reporting

Annually

- Agencies that report Passenger Miles Travelled (PMT) to the National Transit Database must submit fiscal year PMT by mode directly to DRPT by December 15th each year.
- **New Feature:**
 - » *PMT can now be directly reported in OLGA by mode. This feature is located in the same module as the data reports for ridership, vehicle revenue miles and vehicle revenue hours.*
 - » *Data should be submitted as the annual sum PMT for each mode that the agency operates*
- **More detailed instructions and guidance on performance data reporting can be found in the Purple Book**