

**CITY OF EL PASO, TEXAS  
AGENDA ITEM  
DEPARTMENT HEAD'S SUMMARY FORM**

**AGENDA DATE:** December 6, 2022  
**PUBLIC HEARING DATE:** N/A

**CONTACT PERSON(S) NAME AND PHONE NUMBER:** Ellen A. Smyth, (915) 212-6000

**DISTRICT(S) AFFECTED:** All

**STRATEGIC GOAL:** Strategic Goal 7.3: Enhance a regional comprehensive transportation system

**SUBGOAL:**

**SUBJECT:**

A resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso ("City") acting through the Mass Transit Board and the County of El Paso, Texas ("County"), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone ("HOPE") Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all.

**BACKGROUND / DISCUSSION:**

The Helping Obtain Prosperity for Everyone (HOPE) Grant was awarded in 2020 for a feasibility assessment and alternatives for a unified regional fare structure and payment system.

**PRIOR COUNCIL ACTION:**

**AMOUNT AND SOURCE OF FUNDING:**

**HAVE ALL AFFECTED DEPARTMENTS BEEN NOTIFIED?** ☒ YES ☐ NO

**PRIMARY DEPARTMENT:** Sun Metro

**SECONDARY DEPARTMENT:**

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\*\*\*\*\***REQUIRED AUTHORIZATION**\*\*\*\*\*

**DEPARTMENT HEAD:**

*Astrid Bunner*

For Ellen Smyth,  
Chief Transit and Field Operations Officer

(If Department Head Summary Form is initiated by Purchasing, client department should sign also)

## RESOLUTION

A resolution authorizing the Chairman of the Mass Transit Board to execute an Agreement between the City of El Paso (“City”) acting through the Mass Transit Board and the County of El Paso, Texas (“County”), whereby the County and City commit to the local match of the Federal Transit Administration grant award for the Helping Obtain Prosperity for Everyone (“HOPE”) Project in the amount of 10% to be divided equally between the County and the City and which amounts to \$9,750.00 each, for use towards the development of the feasibility study and alternatives analysis for a Regional Fares Structure and Payment System that enhances mobility for all.

**APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2022.


**CITY OF EL PASO:**

\_\_\_\_\_  
Oscar Leaser, Chairman

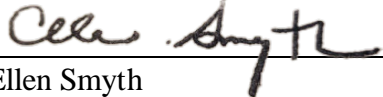
**ATTEST:**

\_\_\_\_\_  
Laura D. Prine  
Secretary

**APPROVED AS TO FORM:**

  
\_\_\_\_\_  
Joyce Garcia  
Assistant City Attorney

**APPROVED AS TO CONTENT:**

  
\_\_\_\_\_  
Ellen Smyth  
Chief Transit and Field Operations  
Officer

# **INTERLOCAL AGREEMENT**

## **BETWEEN**

**The COUNTY of El Paso and The CITY of El Paso**

## **FOR**

**Commitment of 10% Local Match of the Federal Transit Administration (FTA)  
Grant Award for the Helping Obtain Prosperity for Everyone (HOPE) Project to  
Cover the Cost of a Feasibility Study and Alternatives Analysis for a Regional Fare  
Structure and Payment System That Enhances Mobility for All**

This agreement entered into by and between the County of El Paso, a political subdivision of the State of Texas, hereinafter referred to as “the County”, and the City of El Paso, a home rule municipal corporation situated in El Paso County, Texas, hereinafter referred to as “the City”, pursuant to the Interlocal Cooperation Act, Sec. 791.001, et seq., Texas Government Code, confirms the commitment by the County and the City to match the FTA grant award for the HOPE Project in the amount of 10% to be divided equally between the County and the City. The FTA grant award for the HOPE Project will cover the cost of a feasibility study and alternatives analysis for a regional fare structure and payment system that enhances mobility for all. The outcome of the feasibility study and alternatives analysis will identify the optimal alternative and implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare system will enable transit riders to access public transportation services across the region. Both parties shall be participating agencies. This agreement includes all items necessary to define the terms and arrangements between the parties.

## **RECITALS**

WHEREAS, the Interlocal Cooperation Act, Sec. 791.001, et seq., Texas Government Code, authorizes local governments to contract with one another to carry out their governmental functions; and

WHEREAS, El Paso County is served by two public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems; and

WHEREAS, an integrated fare system will enable transit riders to access public transportation services across the region increasing mobility for all, especially those in economically disadvantaged neighborhoods and riders without easy access to technology; and

WHEREAS, an integrated fare system will minimize cost and revenue disruption for public transportation providers in the region; and

WHEREAS, an integrated fare system will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impact; and

WHEREAS, in order to identify the optimal alternative and implementation strategy for an integrated fare system for the El Paso County region the County and the City agreed that the City would apply for FTA grant funding (Exhibit A); and

WHEREAS, the county and city committed to a local match of the FTA grant award in the amount of 10% to be divided equally between the County and the City on June 1, 2020 and May 27, 2020, respectively (Exhibit B); and

WHEREAS, FTA awarded grant funding in the amount of \$194,700.00 (Exhibit C); and

WHEREAS, the County confirms its commitment to a local match of \$9,750.00; and

WHEREAS, the City confirms its commitment to a local match of \$9,750.00; and

WHEREAS, the local matches by the County and the City are made from current revenue available to the paying parties; and

WHEREAS, the payments will allow Sun Metro and the Texas Transportation Institute to proceed with the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all (Exhibit D); and

WHEREAS, the County and the City agree that a 10% local match to be divided equally between the County and the City is in the public interest and will increase the efficiency and effectiveness of mass transit within the County and the City of El Paso; and

WHEREAS, it is the purpose of this agreement to provide a mechanism whereby the County and the City may provide their local match in the amount of \$9,750.00 each for use towards the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all;

NOW, THEREFORE, in consideration of the mutual promises contained herein, and of other good and valuable consideration, and intending to be bound hereby, the County and the City agree as follows:

### **GENERAL PROVISIONS**

The findings and recitations stated in the Recitals are found to be true and correct and they are adopted by the parties and made part of this agreement for all purposes.

### **EFFECTIVE DATE AND TERMINATION**

This Agreement commences upon the approval by the governing bodies of both parties and shall terminate upon the prompt remittance of the local match in accordance with the provisions of this agreement.

## **PAYMENT OF LOCAL MATCH**

Upon entry into this Agreement, the parties shall appropriate the funding necessary for their respective local match of \$9,750.00 each. Payment of local matches will be promptly remitted to the City for use towards the development of the Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for all.

## **MISCELLANEOUS PROVISIONS**

1. The laws of the State of Texas shall govern all questions and interpretations concerning the validity and construction of this Agreement and the legal relations between the parties and performance under it.
2. The County and the City agree to observe all local, federal and state laws, rules and regulations that in any manner affect or govern this Agreement and the services to be performed under this Agreement.
3. Any alterations, variations, modifications or waivers of provisions of this Agreement shall only be valid if executed as an amendment to this Agreement.
4. This agreement shall be binding upon the parties hereto, their successors and assigns.

**IN WITNESS WHEREOF**, said County of El Paso and said City of El Paso have caused these presents to be executed on their behalf respectively by their proper officers thereto duly authorized and their corporate seal to be hereto affixed, the day and year as noted below.

*(Signatures on the Following Page)*

Dated this \_\_\_\_ day of \_\_\_\_\_, 2022.

**THE CITY OF EL PASO:**

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Oscar Leeser  
Chairman

**ATTEST:**

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Laura D. Prine  
Secretary

**APPROVED AS TO FORM:**



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Joyce Garcia  
Assistant City Attorney

**APPROVED AS TO CONTENT:**




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Ellen Smyth  
Chief Transit and Field Operations Officer


*(Signatures Continue on Following Page)*

Dated this 31st day of October, 2022.

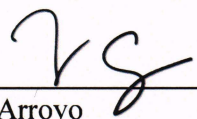
**THE COUNTY OF EL PASO**

  
**Ricardo A. Samaniego**  
County Judge

ATTEST:

  
\_\_\_\_\_  
Delia Briones  
County Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Vivian Arroyo  
Assistant County Attorney

APPROVED AS TO CONTENT:

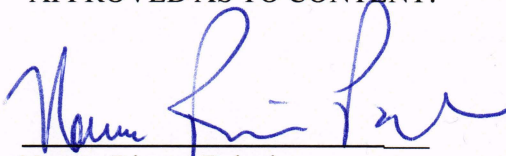
  
\_\_\_\_\_  
Norma Rivera-Palacios,  
Director of Public Works  
Public Works Department



Exhibit A- Sun Metro grant application  
Exhibit B- County Commitment Letter and City Commitment Letter  
Exhibit C- Grant Award  
Exhibit D- Agreement between Sun Metro and TTI

# EXHIBIT A

# Helping Obtain Prosperity for Everyone (HOPE) Program

## Applicant and Proposal Profile

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

### Section I. Applicant Information

Organization Legal Name:

FTA Recipient ID:

Organization Chief Executive Officer:   
(Name and Direct Phone Number)

Project Location: ☐ Small Urban (199,999 to 50,000)  
☒ Large Urban (200,000 or greater)  
☒ Rural (Less than 50,000)

Specify the County(s)/Cities and State where the project is located. Please refer to list posted to [www.transit.dot.gov/HOPE](http://www.transit.dot.gov/HOPE) to determine eligibility:

Confirm that the project is located in an area of persistent poverty. ☒ Yes ☐ No  
Please provide mapping or narrative as an attachment to confirm eligibility. (Note: see [www.transit.dot.gov/HOPE](http://www.transit.dot.gov/HOPE) for maps and a complete list of areas of persistent poverty.)

Eligible Recipient or Subrecipient of 49 U.S.C. 5307, 5310, or 5311 ☒ Yes ☐ No

Applicant Eligibility (select all that apply): ☐ State  
☒ Local government authority  
☒ Operator of Public Transportation  
☐ Federally-recognized Native American Tribe  
☐ Private Non-Profit Organization  
☐ Intercity Bus Service  
☐ Other

If Other,  
specify:

## Section II. Project Information

### About the Project

Project Title: Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

#### Project Executive Summary:

El Paso County is served by two public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems. The proposed project is a feasibility assessment and alternatives analysis for a unified regional fare structure and payment system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty.

#### Project Statement of Work:

- Task 1. Rider Needs Assessment: Document the needs of transit riders and the community, particularly those in poverty, through data, focus groups, and stakeholder interviews.
- Task 2. Gap Analysis: Identify the gaps where current fare policies and payment systems do not meet regional needs and identify potential impediments to a regional fare system.
- Task 3. Peer Case Study Research: Identify best practices for regional fare policies and integrated fare systems, focusing on peer regions with persistent poverty.
- Task 4. Alternatives Analysis: Evaluate alternatives for regional fare policies and payment systems that address identified gaps.
- Task 5. Financial Analysis: Analyze the financial impact to transit riders and public transportation providers. Evaluate fare equity.
- Task 6. Community/Rider Involvement: Discuss the viable alternatives with transit riders, stakeholders, and affected communities.
- Task 7. Final Report: Document the study and recommend a regional fare system.

### General Information

Describe how this application addresses one or more departmental objectives addressed in the NOFO:

The project addresses the following departmental objectives:

- Goal A. Economic vitality: A regional fare system helps reduce payment barriers and connect populations in persistent poverty with employment, education, and services.
- Goal D. Opportunity zones: Census tracts in the study area are designated as Opportunity Zones.
- Goal F. Measurable outcomes: Fare system alternatives are evaluated using objective measures, e.g. fare transactions per trip, average trip cost, etc.

If applicable, describe how the proposed project is located in or will impact an Opportunity Zone. Please identify the Opportunity Zones impacted:

The proposed project will analyze alternatives for a regional fare structure and payment system that will connect low-income transit riders in Opportunity Zones to education, training, and employment. Attached HOPE Project Eligibility Maps illustrate 16 census tracts within the city limits of El Paso and in urbanized and rural areas of El Paso County designated as Opportunity Zones by Texas Governor Greg Abbott in 2018 and the Transit Service Areas for Sun Metro and El Paso County Transit.

If applicable, describe how the proposed project supports FTA's Accelerating Innovative Mobility (AIM) Initiative:

Most transit fare payment systems require rider-owned devices and often assume riders are banked and can access the Internet. However, in the El Paso region, Internet access is low, riders often prefer cash as fare payment, and many transit riders come from Ciudad Juarez. The project will require innovation to overcome these challenges and to identify an affordable fare collection technology for the community. An integrated fare system is necessary for further complete trip innovation.

If applicable, describe how the proposed project supports US DOT's R.O.U.T.E.S Initiative:

R.O.U.T.E.S. addresses disparities in rural transportation infrastructure. The rural areas of El Paso County lack robust transit services and rural trips to urban areas require riders to transfer and pay multiple fares. A regional fare structure and payment system, will enhance public transportation in rural El Paso County by providing expanded access for rural transit riders, reducing the cost of a transit trip when transferring, and helping lower barriers for rural transit riders.

Project Type  
(select all that apply):

☐ Transit Planning Study for Services and Routes  
☐ Engineering Study of Transit Facilities or New Facilities  
☒ Technical Study or Plan for Advancing Technologies  
☒ Transit Financing Study or Plan  
☐ Planning and Environmental Linkage Study  
☐ Environmental Analysis  
☐ Planning for Low or No Emission Buses  
☐ Coordinated Public Transit Human Services Transportation Planning  
☒ Integrated Fare Collection Study  
☐ Planning for Service to Address the Opioid Epidemic  
☐ Other (Please specify)  

If Other, specify:

Project Budget						
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost
Task 1. Rider Needs Assessment	1	65,660	7,300	0	0	72,960
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost
Task 2. Gap Analysis	1	41,470	4,610	0	0	46,080

Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 3. Peer Case Study Research	1	52,160	5,800	0	0	57,960	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 4. Alternative Analysis	1	78,250	8,690	0	0	86,940	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 5. Financial Analysis	1	85,040	9,450	0	0	94,490	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 6. Community/Rider Involvement	1	65,560	7,280	0	0	72,840	X
Description	QTY	HOPE Amount	HOPE Match Amount	Other Federal Funds	Other	Total Cost	
Task 7. Final Report	1	47,460	5,270	0	0	52,730	X
Total:		435,600	48,400	0	0	484,000	

## Matching Funds Information

Matching Funds Amount : (Must match Project Budget Amount)

48,400

### Source of Matching Funds:

Sun Metro commits \$24,200 (5% local match) for the HOPE project from sales tax revenues dedicated to transit which will be appropriated for fiscal year 2021, beginning September 1, 2020.

El Paso County commits \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

Letters of Commitment for local match from Tommy Gonzalez City Manager for El Paso Texas and Ricardo A. Samaniego El Paso County Judge can be found as an attachment.

### Matching Funds Availability:

Sun Metro matching funds will be committed in the fiscal year 2021 budget, beginning September 1, 2020. El Paso County matching funds are available in fiscal year 2020.

## Project Scalability

Is project scope scalable? ☒ Yes ☐ No

If Yes, specify minimum HOPE Funds necessary:

175,200

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

The proposed project is scalable to a needs assessment, gap analysis and peer case study research (Tasks 1 through 3). However, without the alternatives analysis and financial analysis, the project partners would not know if the alternatives address local needs and how the challenges for a regional integrated fare system can be overcome. The scaled project would not include community involvement. The outcome of the scaled project would be the identification of preliminary alternatives for the El Paso region and documentation of best practices and lessons learned from case study research. The outcome could not be implemented without another study. The total cost of the scaled project (including an allowance for a final report) would be about \$194,700 including \$175,200 federal (90%) and \$19,500 local match (10%).

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

Timeline Item Description	Timeline Item Date
Task 1 memo: Rider and Community Needs (assuming Sept. 1, 2020 start date)	11/30/2020
Task 2 memo: Gap analysis and preliminary alternatives	01/31/2021
Task 3 memo: Peer case study research	03/31/2021
Task 4 memo: Alternatives analysis and list of viable alternatives	06/30/2021
Task 5 memo: Financial analysis of viable alternatives	09/30/2021
Task 6 memo: Community and rider outreach	12/31/2021
Task 7 Final Report	02/28/2022

## Congressional Districts (Place of Performance)

Congressional District

TX-023

## Section III . Evaluation Criteria

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

## Demonstration of Need

Describe the need for project and how the activities would support eligible projects under Chapter 53 of Title 49.

El Paso County, located at the western tip of Texas along the United States–Mexico border, is an area of persistent poverty. The City of El Paso is directly across the international border from Ciudad Juarez, Mexico. Two public transportation providers serve the county: the City of El Paso Mass Transit Department doing business as (dba) Sun Metro and El Paso County Transit. Attachment 1 displays the service areas of both providers.

Sun Metro operates local bus, rapid transit routes, streetcar, and complementary ADA paratransit within the city limits of City of El Paso. About 40% of Sun Metro riders are from Ciudad Juarez and commute to El Paso for work, education, and shopping.

El Paso County Transit is a rural transit district and provides transit services in communities that are within El Paso County but outside the city limits of El Paso. El Paso County currently sponsors three types of transit service: county bus routes, an intercity bus service between Las Cruces, NM and El Paso, and a vanpool program.

Sixty-three percent of El Paso County Transit's county bus riders do not have a driver's license, 48% of riders have an annual household income of less than \$15,000, and 29% of riders do not have a working vehicle available to the household (based on a 2017 rider survey). El Paso County Transit's county bus riders take buses to work, go shopping, run errands, and visit family or personal business. Most county riders (75%) transfer to Sun Metro routes.

Sun Metro and El Paso County have discussed a countywide transit system. The 2018 El Paso County Regional Transit Institutional Options Study examined the feasibility of a regional transit system in El Paso County, serving rural and urban areas in the county and the city of El Paso. However, due to the regulatory and funding framework in Texas, a countywide transit agency is not feasible. A current study is developing route and service plans that will improve county services and make travel between the rural and urban parts of the county more coordinated. However, all studies to date have identified a significant, unmet need: an integrated regional fare system.

The key to a seamless transit services for riders in the El Paso region is an integrated regional fare system. Currently, to make a round trip from the county to downtown El Paso, a rider must pay both the El Paso County Transit cash fare (\$1.50 one way) and the Sun Metro fare (\$1.50 one way) using cash or other another type of fare product. Transfers between transit providers are not recognized. The overall cost of a rider's trip and the number of transactions required for which the rider must have the exact cash (or an appropriate pass), make the current fare system an obstacle to transit access—especially for people in poverty or with limited mobility. A regional fare structure and payment system will help address the needs of riders and reduce the fare payment obstacle.

The proposed HOPE project will be a feasibility assessment and alternatives analysis for a regional fare structure and payment system, examining innovative fare technologies, practices, and solutions and evaluating the effectiveness of alternatives to address regional challenges. A regional fare structure and payment system will make it possible for communities in persistent poverty in rural and urban areas of the county to have greater access to jobs, education, healthcare, and affordable housing.

Sun Metro is the designated recipient for Section 5307 funds under Chapter 53 of Title 49, and El Paso County Transit is an eligible sub-recipient of the Texas Department of Transportation for Section 5311 funds under Chapter 53 of Title 49. The outcome of the HOPE project will be the identification of the optimal preferred alternative and an implementation strategy for an integrated regional fare system in the El Paso region. The project will be eligible for funding under Section 5307 and 5311 and other FTA programs under Chapter 53 of Title 49.

## Demonstration of Benefits

Describe how the proposed activities would improve the ability to address one or more of the following factors - improve the existing condition of the transit system, improve the reliability of transit service for its riders, enhance access and mobility within the service area, accelerate the introduction of innovative technologies, reduce vehicle emission, reduce barriers to low income housing, or improve rural transportation.



- Improve the existing condition of the transit system in areas of persistent poverty.

An integrated regional fare structure and payment system will connect populations in communities of persistent poverty with employment opportunities, education, and services, creating positive economic impacts. This HOPE project will identify the optimal fare structure and payment system that could improve the transit experience for riders and reduce fare payment obstacles.

- Improve the reliability of transit service for its riders.

A new fare payment system will speed boarding for riders and improve the on-time performance (reliability) of transit services.

- Enhance access and mobility for the transit riding public within the service area, creation of new transportation choices or eliminating gaps in the current route network.

An integrated regional fare structure and payment system would make a regional transit services seamless for transit riders, creating new, affordable choices for countywide travel and reducing gaps in the current route network. Transit riders would not have to pay multiple fares to make a transit trip that requires transferring between transit providers.

- Accelerate the introduction of innovative technologies or practices such as integrated fare systems permitting complete trips.

The proposed project activities will examine different fare technologies to implement an integrated regional fare structure and payment system. The project will identify and propose innovative solutions for specific challenges and impediments to a regional fare structure in the El Paso region: limited use of technology, unbanked transit riders, and international riders. The proposed HOPE project will present an opportunity to foster innovative transit technologies, practices, and solutions for an integrated fare system, including contactless fare payment systems.

- Reduce regulatory barriers that unnecessarily raise the costs of housing development or impede the development of low income [affordable] housing.

Lack of mobility increases the cost of housing for people living in persistent poverty. A regional fare structure and payment system will increase mobility for transit riders in the El Paso region.

- Improve rural transportation.

A regional fare structure and payment system will make it possible for communities in persistent poverty in rural areas of the county to have greater access to jobs, education, healthcare, and affordable housing.

The proposed HOPE project will advance the Metropolitan Transportation Plan (MTP) for the El Paso Metropolitan Planning Organization in the following ways:

- An integrated regional fare system will support the economic vitality of the metropolitan area.
- A regional fare system will make it possible for communities in persistent poverty in the metropolitan area to have greater access to jobs, education, healthcare, and affordable housing, thereby improving the quality of life.
- A regional fare system will increase accessibility and mobility for transit riders in the El Paso metropolitan area.
- A regional fare system will enhance the integration and connectivity of the public transportation systems in the metropolitan area.
- An integrated regional fare system will promote efficient system management and operation for public transportation providers in the metropolitan area.

The anticipated date for incorporating the HOPE project into the El Paso MPO's UPWP will be September-October 2020, effective for state and federal fiscal year 2021.

## Local Financial Commitment

Describe the source of non-federal match and whether non-federal match is available, currently reserved or committed for this project, or will be secured upon project approval. (Attach documents to substantiate, as appropriate)

Sun Metro and El Paso County are requesting FTA HOPE grant funding in the amount of \$435,600 (90% of total project cost). The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000. The local match will be provided equally (\$24,200 or 5%) from Sun Metro and El Paso County.

Sun Metro commits \$24,200 (5% local match) for the HOPE project from sales tax revenues dedicated to transit which will be appropriated for fiscal year 2021, beginning September 1, 2020.

El Paso County commits \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

## Project Implementation Strategy

Describe the Work Plan, Schedule, and Deliverables for the proposed activities. Describe the Partnerships involved in the project. Describe the technical capacity of the Partnership to undertake the proposed work. Describe the regional or local support for the proposed work and attach documentation.

### Work Plan and Deliverables

#### Task 1. Rider Needs Assessment

- a. Review previous regional studies
- b. Assess rider and community needs related to fare structure, pricing, payment technology, equity, and accessibility
- c. Conduct focus groups with targeted riders and interviews with stakeholders
- d. Identify preliminary measures to evaluate fare system alternatives

Deliverable: Technical memo summarizing rider and community needs

#### Task 2. Gap Analysis

- a. Identify goals and objectives for a regional, integrated fare system
- b. Document current fare policies and payment systems for each transit provider
- c. Compare rider needs to current fare policies and payment systems, specifically addressing the unbanked, those with limited technology, and riders from Ciudad Juarez
- d. Analyze and document gaps
- e. Identify preliminary alternatives to address gaps

Deliverable: Technical memo documenting and preliminary alternatives

#### Task 3. Peer Case Study Research

- a. Review national research in fare policies and payment systems
- b. Scan state of the industry re: fare technologies
- c. Conduct case studies with 6 to 10 regions where transit agencies that have implemented a regional fare system, focusing on communities in persistent poverty
- d. Identify best practices, lessons learned, and potential measures by which to evaluate alternatives

Deliverable: Technical memo documenting the case study research

#### Task 4. Alternatives Analysis

- a. Specify a set of alternatives for a regional integrated fare structure and payment options (e.g. mobile, contactless, open loop, etc.)
- b. Identify evaluation criteria, including objective evaluation measures
- c. Compare and contrast alternatives according to the evaluation criteria and measures
- d. Identify viable alternatives

Deliverable: Technical memo summarizing the alternatives analysis and identifying viable alternatives

#### Task 5. Financial Analysis

For viable alternatives, document:

- a. The impact on transit riders, including fare equity
- b. The cost and benefits to public transportation providers
- c. The regional impacts to the community

Deliverable: Technical memo detailing the financial analysis

#### Task 6. Community/Rider Involvement

- a. Conduct outreach to transit riders and affected communities
- b. Revise the set of viable alternatives according to the community and rider feedback

Deliverable: Technical memo documenting the community and rider outreach

#### Task 7. Final Report

- a. Draft the final report
  - b. Document the optimal alternative
  - c. Define an implementation strategy for the optimal alternative
  - d. Circulate the draft report to the partners and stakeholders, revise according to feedback
  - e. Publish the final report
- Deliverable: Final report

#### Schedule

The attached HOPE Project Proposed Schedule illustrates a Work Plan of 18 months.

#### Partnerships and Technical Capacity

Sun Metro is the HOPE grant applicant and will partner with El Paso County to provide guidance to the Texas A&M Transportation Institute (TTI) to perform the HOPE project Work Plan which will assess the feasibility for a regional fare structure and payment system for the El Paso as indicated in the attached Letter of Partnership from TTI. Sun Metro and El Paso County Transit will be responsible for the local match and the implementation of the integrated fare structure and payment system.

TTI is a member of The Texas A&M University System and is recognized as one of the premier university-affiliated transportation research agencies in the nation. The TTI Transit Mobility Program provides research and technology transfer expertise in all aspects of transit planning, finance, management, and operations. TTI researchers are highly experienced in facilitating multiple stakeholders through complex challenges to identify mutually beneficial solutions.

#### Regional and Local Support

Letters of Support from State Representative Joe Moody, El Paso City Mayor Dee Margo and other regional stakeholders can be found as an attachment.

## Technical, Legal, and Financial Capacity

Describe the technical, legal, and financial capacity of the applicant to undertake the project and describe any outstanding legal, technical or financial compliance issues from an FTA compliance review or Federal Transit grant-related Single Audit Finding and the status of work to address the compliance issues, if any.

#### Technical, Legal, and Financial Capacity

The City of El Paso Mass Transit Department dba Sun Metro was created in 1987 under Chapter 453 of the Texas Transportation Code allowing the governing body of eligible municipalities to create a municipal transit department and approve a local sales tax. By authority of this statute, voters in the City of El Paso approved a 0.5 percent local sales tax dedicated to mass transit. The El Paso City Council serves as the Mass Transit Board.

According to Chapter 453 of the Texas Transportation Code, a municipal transit department may acquire, construct, own, operate, and maintain a transit system. Sun Metro operates local bus, rapid transit routes, streetcar, and complementary paratransit for individuals with disabilities (LIFT) within the city limits of City of El Paso. The Mass Transit Board approves the fare policies and the fare structure for Sun Metro transit services.

The City of El Paso Mass Transit Department is the designated recipient for the El Paso urbanized area for Section 5307 funds under Chapter 53 of Title 49 U.S.C.

The Director of the Mass Transit Department is responsible for planning and operating transit services, maintaining transit vehicles and facilities, and managing the capital development program for fixed route bus and streetcar facilities. The City government sets Sun Metro's annual budget. The City provides administrative activities for Sun Metro in the same manner as the City supports its other operating departments. In 2019, the Sun Metro operating budget was \$73.5 million and annual ridership was 12.3 million.

The City directly operates and maintains the fixed route transit services. Employees of Sun Metro fixed route transit services are employees of the city government and subject to the El Paso civil service system. The City contracts with an independent private contractor to operate LIFT paratransit services and maintain the paratransit vehicles. Employees that provide LIFT services are employees of the private contractor.

#### Implementation of HOPE Project Recommendations

The Commissioners Court of El Paso County approves the fare policies and the fare structure for El Paso County Transit services.

Implementation of a regional fare structure and payment system for the El Paso region will require authorization by the Mass Transit Board and the Commissioners Court of El Paso County.

The Sun Metro (City of El Paso) and El Paso County can enter into an interlocal agreement(s) to implement a regional fare structure. An interlocal agreement is a contract between a local governmental entity and another local government that complies with the statutory requirements of Texas Government Code Chapter 791. Interlocal agreements may be referred to by other names, including memoranda of understanding, cooperative agreements, or joint powers agreements.

#### No Compliance Issues

The City of El Paso, Mass Transit Department dba Sun Metro does not have any outstanding legal, technical or financial compliance issues from an FTA compliance review or Federal Transit grant-related single audit finding.

# EXHIBIT B

Letters of Commitment for Local Match from Tommy Gonzalez City Manager for El Paso Texas  
and Ricardo A. Samaniego El Paso County Judge.



City Manager's Office

MAYOR  
Dora Murguía

CITY COUNCIL

District 1  
Peter Swartzbach

District 2  
Alexandra Arreola

District 3  
Cecilia Hernandez

District 4  
Dr. Sam Morgan

District 5  
Isabel Solis

District 6  
Claudia L. Rodriguez

District 7  
Henry Rios

District 8  
Cristy Llanusa

CITY MANAGER  
Tommy Gonzalez

May 27, 2020

Ms. Elaine L. Chao  
U.S. Secretary of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Re: City of El Paso/County of El Paso HOPE 2020 Fare Structure and Payment System Feasibility Study

Dear Ms. Chao:

The City of El Paso Mass Transit Department (Sun Metro) and El Paso County are requesting grant funding in the amount of \$435,600 (90% of total project cost). The funding of the FY 2020 Helping Obtain Prosperity for Everyone (HOPE) Program will be allocated to cover the cost to prepare a Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All. The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000.

Sun Metro and El Paso County recognize this competitive grant as an opportunity to fulfill the financial requirements of our plan to evaluate different alternatives for potential fare structures (policies) and payment systems (old and new payment tech) and seek to identify the optimal alternative that maximizes the benefits for riders in the El Paso Region. Especially those in poverty and/or without easy access to technology while also minimizing cost and revenue disruption for transit providers in the region.

This letter is to confirm and document that the City of El Paso will commit the following match funds for the preparation of the Fare Structure and Payment System Feasibility Study.

Funding Type	Amount	Percent
City of El Paso Match	\$ 24,200	5%
County of El Paso Match	\$ 24,200	5%
Requested Federal Funding	\$ 435,600	90%
Total Project Cost and Funding	\$ 484,000	100%

The Fare Structure and Payment System Feasibility Study will consist of seven tasks as follows:

Task 1. Rider needs assessment - Document the needs of transit riders and the community, particularly those in persistent poverty

Tommy Gonzalez - City Manager  
City Manager's Office | 300 N. Campbell | El Paso, TX 79901  
O: (915) 212-0023 | Email: [citymanager@elpasotexas.gov](mailto:citymanager@elpasotexas.gov)



City Manager's Office

MAYOR  
Dora Murguía

CITY COUNCIL

District 1  
Peter Swartzbach

District 2  
Alexandra Arreola

District 3  
Cecilia Hernandez

District 4  
Dr. Sam Morgan

District 5  
Isabel Solis

District 6  
Claudia L. Rodriguez

District 7  
Henry Rios

District 8  
Cristy Llanusa

CITY MANAGER  
Tommy Gonzalez

Task 2. Gap analysis - Identify the gaps in current fare policies and payment systems that do not meet regional needs

Task 3. Peer case study research - Conduct peer case studies to identify best practices for regional fare policies and integrated fare systems

Task 4. Alternatives analysis - Identify alternatives for fare policy and payment systems that will address the gap analysis (see Task 2)

Task 5. Financial analysis - Analyze the financial impact to transit riders and transit providers

Task 6. Community/ride involvement - Involve the community and riders in a discussion of viable alternatives

Task 7. Final report - Document study

The Fare Structure and Payment System Feasibility Study seeks to improve the transportation alternatives available to the area's residents and to rebuild economically disadvantaged neighborhoods in our community.

To close, Sun Metro will provide the funding of the local match for this project.

Sincerely,

  
for  
Tomás Gonzalez-City Manager

Tommy Gonzalez - City Manager  
City Manager's Office | 300 N. Campbell | El Paso, TX 79901  
O: (915) 212-0023 | Email: [citymanager@elpasotexas.gov](mailto:citymanager@elpasotexas.gov)



RICARDO A. SAMANIEGO  
El Paso County Judge

June 1, 2020

Hon. Elaine L. Chao  
U.S. Secretary of Transportation  
1200 New Jersey Avenue, SE  
Washington, DC 20590

Re: City of El Paso/County of El Paso HOPE 2020 Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

Dear Secretary Chao:

El Paso County is pleased to partner with the City of El Paso Mass Transit Department (Sun Metro) to apply for grant funding from the Federal Transit Administration (FTA) for the Helping Obtain Prosperity for Everyone (HOPE) Program for 2020. The County has agreed that Sun Metro will submit the HOPE grant application to FTA on behalf of the partnership.


Sun Metro and El Paso County are requesting FTA grant funding in the amount of \$435,600 (90% of total project cost). The amount will be matched with \$48,400 (10% local match) for a total project cost and funding of \$484,000. The local match will be provided equally (\$24,200 or 5%) from Sun Metro and El Paso County.

The HOPE funds will cover the cost of a Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All. The outcome of the proposed project will be the identification of the optimal alternative and an implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare system will enable transit riders to access public transportation services across the region, increasing mobility for all, especially those in economically disadvantaged neighborhoods in our community and/or riders without easy access to technology while also minimizing cost and revenue disruption for public transportation providers in the region. An integrated fare structure will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impacts.

This letter is to confirm and document that El Paso County will commit \$24,200 (5% local match) from available fiscal year 2020 County General Funds for the HOPE project.

El Paso County is pleased to partner with Sun Metro to apply for HOPE funds. The proposed project will support implementation of a regional integrated fare system that will incentivize travelers to choose public transportation, expand opportunities for accessibility and mobility for transit riders, and promote economic advancement in communities of persistent poverty.

Respectfully,

  
Ricardo A. Samaniego  
El Paso County Judge

# EXHIBIT C

# DOT

U.S. Department of Transportation

# FTA

Federal Transit Administration

## Award

<b>Federal Award Identification Number (FAIN)</b>	TX-2022-010-00
<b>Temporary Application Number</b>	1539-2021-2
<b>Award Name</b>	El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System
<b>Award Status</b>	Active (Executed)
<b>Award Budget Number</b>	0

<b>Period of Performance Start Date</b>	3/25/2022	
<b>Original Period of Performance End Date</b>	3/31/2023	
<b>Current Period of Performance End Date</b>	3/31/2023	Revision #: 0

## Part 1: Recipient Information

**Name: EL PASO, CITY OF**

<b>Recipient ID</b>	<b>Recipient OST Type</b>	<b>Recipient Alias</b>	<b>UEI</b>	<b>DUNS</b>
1539	Other Government Agency	CITY OF EL PASO - SUN METRO		058873019

<b>Location Type</b>	<b>Address</b>	<b>City</b>	<b>State</b>	<b>Zip</b>
Headquarters	300 N CAMPBELL ST	EL PASO	TX	79901
Physical Address	300 N CAMPBELL ST	EL PASO	TX	79901
Mailing Address	300 N CAMPBELL	EL PASO	TX	79901

## Union Information

There are no union contacts for this application



## Part 2: Award Information

<b>Title: El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System</b>
---

FAIN	Award Status	Award Type	Date Created	Last Updated Date	From TEAM?
TX-2022-010-00	Active (Executed)	Grant	3/4/2021	3/4/2021	No

### Award Executive Summary

This award is for \$175,200 from the FTA's FY2020 Helping Obtain Prosperity for Everyone (HOPE) Program to improve the fare structure and payment system in El Paso. Project ID: D2020-HOPE-025  
Purpose of the Award: feasibility assessment and alternatives analysis for a unified regional fare system

Activities to be performed: Study best practices in integrated fare payment systems

Expected Outcomes: recommendation for new fare policy and set of fare payment technologies

Intended Beneficiaries: all people—especially people in poverty - in the El Paso region

Subrecipient Activities: n/a

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration's (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

### Frequency of Milestone Progress Reports (MPR)

Annual

### Frequency of Federal Financial Reports (FFR)

Annual

### Does this application include funds for research and/or development activities?

This award includes research and development activities.

### Pre-Award Authority

This award is not using Pre-Award Authority.

### Does this application include suballocation funds?

Recipient organization is directly allocated these funds and is eligible to apply for and receive these funds directly.

### Will this Grant be using Lapsing Funds?

No, this Grant does not use Lapsing Funds.

### Will indirect costs be applied to this application?

This award does not include an indirect cost rate.

*Indirect Rate Details: N/A*

### Requires E.O. 12372 Review

No, this application does not require E.O. 12372 Review.

**Delinquent Federal Debt**

No, my organization does not have delinquent federal debt.

**Award Point of Contact Information**

First Name	Last Name	Title	E-mail Address	Phone
	marc.oliphant@dot.gov	Community Planner		
Angelica	Bryant	Grant Project Manager	bryantam@elpasotexas.gov	915-212-3448
	dominic.lomurro@dot.gov	Financial Analyst		

**Award Budget Control Totals**

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$194,700</b>

**Award Budget**

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
TX-2022-010-01-00	442-00 (442-A1) METROPOLITAN PLANNING	\$175,200.00	\$19,500.00	\$194,700.00	0
TX-2022-010-01-00	44.27.00 OTHER ACTIVITIES	\$175,200.00	\$19,500.00	\$194,700.00	0

**Discretionary Allocations**

Discretionary ID	Project Title	Amount Applied	FAIN	Congressional Release Date
D2020-HOPE-025	Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All	\$175,200	TX-2022-010-00	3/25/2022

## Sources of Federal Financial Assistance

PO Number	Project Number	Scope Name	Scope Number	Scope Suffix	UZA Code	Area Name	Account Class Code	FPC	Description	Amendment Amount	Cumulative Amount
TX-81-Y001	TX-2022-010-01-00	METROPOLITAN PLANNING	442-00 (442)	A1	4800 00	Texas	2020.24.81.PP.1	02	HOPE Grants	\$175,200	\$175,200

## Part 3: Project Information

### Project Title: Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All

Project Number	Temporary Project Number	Date Created	Start Date	End Date
TX-2022-010-01-00	1539-2021-2-P1	3/4/2021	2/14/2022	12/30/2022

#### Project Description

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration’s (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

3rd party contractors will not be on the Federal Suspended or Disbarred list.

#### Project Benefits

This HOPE project will lay the critical groundwork for a regional fare system that will benefit the El Paso region in the following ways:

- Support the economic vitality of the entire region.
- Increase access for communities in persistent poverty to jobs, education, healthcare, affordable housing, recreation/socialization, and other vital daily needs thereby improving the quality of life.
- Increase accessibility and mobility for transit riders.
- Enhance the integration and connectivity of the existing public transportation systems.

#### Additional Information

*None provided.*

#### Location Description

El Paso is the sixth-largest city in Texas and the 19th largest city in the nation, with a 2015 census population estimate of 681,124. El Paso has long been a majority-minority city where 80.8% of its residents claim Hispanic or Latino origin and 70.6% of those over the age of five years speak a language other than English at home.

El Paso is one of the nation's poorer cities, with a per capita income that is only 70.2% of the national average, which meets the criteria of an Economically Distressed Area. The City's poverty rate of

21.5% far exceeds the 14.8% national rate.

El Paso is the seat of El Paso County, Texas. It is situated in the Far West corner of Texas, separated only by an international boundary line in the middle of the Rio Grande River from its sister city of Ciudad Juarez, Chihuahua, Mexico. About 40% of Sun Metro riders are from Ciudad Juarez and commute to El Paso for work, education, and shopping.

Two public transportation providers serve the county: the City of El Paso Mass Transit Department (Sun Metro) and El Paso County Transit.

El Paso County Transit is a rural transit district and provides transit services in communities that are within El Paso County but outside the city limits of El Paso. El Paso County currently sponsors three types of transit service: county bus routes, an intercity bus service between Las Cruces, NM, and El Paso, and a vanpool program.

Sixty-three percent of El Paso County Transit's county bus riders do not have a driver's license, 48% of riders have an annual household income of less than \$15,000, and 29% of riders do not have a working vehicle available to the household (based on a 2017 rider survey). El Paso County Transit's county bus riders take buses to work, go shopping, run errands, and visit family or personal business. Most county riders (75%) transfer to Sun Metro routes.

## Project Location (Urbanized Areas)

UZA Code	Area Name
480000	Texas
480660	El Paso, TX-NM

## Congressional District Information

State	District	Representative
Texas	16	Veronica Escobar

## Program Plan Information

### STIP/TIP

Date: N/A

Description: N/A

### UPWP

Date: 11/13/2020

Description: Page 12, Task 2.5

### Long Range Plan

Date: N/A

Description: N/A

## Project Control Totals

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200

Local	\$19,500
Local/In-Kind	\$0
State	\$0
State/In-Kind	\$0
Other Federal	\$0
Transportation Development Credit	\$0
Adjustment	\$0
<b>Total Eligible Cost</b>	<b>\$194,700</b>

## Project Budget

Project Number	Budget Item	FTA Amount	Non-FTA Amount	Total Eligible Amount	Quantity
TX-2022-010-01-00	442-00 (442-A1) METROPOLITAN PLANNING	\$175,200.00	\$19,500.00	\$194,700.00	0
TX-2022-010-01-00	44.27.00 OTHER ACTIVITIES	\$175,200.00	\$19,500.00	\$194,700.00	0

## Project Budget Activity Line Items

Budget Activity Line Item: 44.27.00 - OTHER ACTIVITIES				
Scope Name / Code	Line Item #	Line Item Name	Activity	Quantity
METROPOLITAN PLANNING (442-00)	44.27.00	OTHER ACTIVITIES	METROPOLITAN PLANNING	0

### Extended Budget Description

Assess Regional Travel Needs and Establish Goals (Task 1) Understand current and potential regional transit travel, fare payment patterns, and the needs of riders and targeted population groups (especially those riders in persistent poverty) Document current fare systems and technologies at transit agencies Set goals and performance measures for a regional fare system Learn from the Industry and Peers (Task 2) Document regional fare payment systems used in the industry Conduct case studies of regional fare systems to provide useful lessons learned and approaches that might benefit the El Paso region Finalize a list of potential regional fare system alternatives to be evaluated Evaluate Regional Fare System Alternatives (Task 3) Conduct a fare equity analysis for each alternative Estimate each alternative's fare revenue, implementation costs, operations and maintenance costs, rider costs, and mobility impacts Evaluate each regional fare system alternative against the established goals and performance measures Select two final alternatives to be taken to the public Involve the Community and Riders (Task 4) Present the two final alternatives to the public and collect feedback Fine-tune the alternatives based on feedback Prepare Guidance and Implementation Documents (Task 5) Summarize results from prior tasks Develop documents to assist with implementation of a final selected alternative (e.g., outlines of MOUs and guidance for technology)

**Will 3rd Party contractors be used to fulfill this activity line item?**

Yes, 3rd Party Contractors will be used for this line item.

Funding Source	Section of Statute	CFDA Number	Amount
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$194,700</b>

Milestone Name	Est. Completion Date	Description
Start Date	2/14/2022	
RFP	3/1/2022	
Contract Award	4/1/2022	
End Date	10/31/2022	
Contract Completion	12/30/2022	

## Project Environmental Findings

### Finding: Class II(c) - Categorical Exclusions (C-List)

#### Class Level Description

Class II(c) consists of projects that do not have a significant environmental impact on the human or natural environment and are therefore categorically excluded from the requirement to prepare an environmental assessment or an environmental impact statement. FTA requires a sufficient project description to support a CE determination. The project may require additional documentation to comply with other environmental laws.

#### Categorical Exclusion Description

Type 04: Planning and administrative activities which do not involve or lead directly to construction, such as: training, technical assistance and research; promulgation of rules, regulations, directives, or program guidance; approval of project concepts; engineering; and operating assistance to transit authorities to continue existing service or increase service to meet routine demand.

Date Description	Date
Class IIc CE Approved	

## Part 4: Fleet Details

No fleet data exists for this application.

# Part 5: FTA Review Comments

## Application Review Comments

**Comment By** Marc Oliphant

---

Comment Type	Pre-Award Manager Returns Application
Date	1/21/2022
Comment	Change the Scope to 442-00, Metropolitan Planning and the ALI to 44.27.00, Other Activities.

## Part 6: Agreement

**UNITED STATES OF AMERICA  
DEPARTMENT OF TRANSPORTATION  
FEDERAL TRANSIT ADMINISTRATION**

**GRANT AGREEMENT  
(FTA G-29, October 1, 2021)**

On the date the authorized U.S. Department of Transportation, Federal Transit Administration (FTA) official signs this Grant Agreement, FTA has obligated and awarded federal assistance as provided below. Upon execution of this Grant Agreement by the Recipient named below, the Recipient affirms this FTA Award, enters into this Grant Agreement with FTA, and binds its compliance with the terms of this Grant Agreement.

The following documents are incorporated by reference and made part of this Grant Agreement:  
(1) "Federal Transit Administration Master Agreement," FTA MA(29), <http://www.transit.dot.gov>,  
(2) The Certifications and Assurances applicable to the FTA Award that the Recipient has selected and provided to FTA, and  
(3) Any Award notification containing special conditions or requirements, if issued.

WHEN THE TERM "FTA AWARD" OR "AWARD" IS USED, EITHER IN THIS GRANT AGREEMENT OR THE APPLICABLE MASTER AGREEMENT, "AWARD" ALSO INCLUDES ALL TERMS AND CONDITIONS SET FORTH IN THIS GRANT AGREEMENT.

FTA OR THE FEDERAL GOVERNMENT MAY WITHDRAW ITS OBLIGATION TO PROVIDE FEDERAL ASSISTANCE IF THE RECIPIENT DOES NOT EXECUTE THIS GRANT AGREEMENT WITHIN 90 DAYS FOLLOWING FTA's AWARD DATE SET FORTH HEREIN.

**FTA AWARD**

Federal Transit Administration (FTA) hereby awards a Federal Grant as follows:

**Recipient Information**

Recipient Name: EL PASO, CITY OF

Recipient ID: 1539

UEI:

DUNS: 058873019

## **Award Information**

Federal Award Identification Number: TX-2022-010-00

Award Name: El Paso Sun Metro FY20 Competitive HOPE (5305) Program Feasibility Study and Alternatives Analysis for Regional Fare Structure and Payment System

Award Start Date: 3/25/2022

Original Award End Date: 3/31/2023

Current Award End Date: 3/31/2023

Award Executive Summary: This award is for \$175,200 from the FTA's FY2020 Helping Obtain Prosperity for Everyone (HOPE) Program to improve the fare structure and payment system in El Paso. Project ID: D2020-HOPE-025

Purpose of the Award: feasibility assessment and alternatives analysis for a unified regional fare system

Activities to be performed: Study best practices in integrated fare payment systems

Expected Outcomes: recommendation for new fare policy and set of fare payment technologies

Intended Beneficiaries: all people—especially people in poverty - in the El Paso region

Subrecipient Activities: n/a

El Paso County is served by two Texas-based public transit providers, Sun Metro and El Paso County Transit, each with different fare policies and payment systems. All studies for a countywide transit system identify the need to integrate provider fare systems to allow for seamless regional travel. This project is a feasibility assessment and alternatives analysis for a unified regional fare system to best meet the needs of the region and enhance the mobility of all people—especially people in poverty—proposed in response to the Federal Transit Administration's (FTA) Helping Obtain Prosperity for Everyone (HOPE) program. The region is also served by the South-Central Regional Transit District out of Las Cruces, NM.

The recommended regional fare system (i.e., the selected alternative) at the end of this study will include a fare policy and set of fare payment technologies that apply to regional travel (passenger trips that involve multiple transit agencies) in the El Paso Region.

Research and Development: This award includes research and development activities.

Indirect Costs: This award does not include an indirect cost rate.

Suballocation Funds: Recipient organization is directly allocated these funds and is eligible to apply for and receive these funds directly.

Pre-Award Authority: This award is not using Pre-Award Authority.

## **Award Budget**

Total Award Budget: \$194,700.00

Amount of Federal Assistance Obligated for This FTA Action (in U.S. Dollars): \$175,200.00

Amount of Non-Federal Funds Committed to This FTA Action (in U.S. Dollars): \$19,500.00

Total FTA Amount Awarded and Obligated (in U.S. Dollars): \$175,200.00



Total Non-Federal Funds Committed to the Overall Award (in U.S. Dollars): \$19,500.00

#### **Award Budget Control Totals**

(The Budget includes the individual Project Budgets (Scopes and Activity Line Items) or as attached)

<b>Funding Source</b>	<b>Section of Statute</b>	<b>CFDA Number</b>	<b>Amount</b>
Helping Obtain Prosperity for Everyone (HOPE)	5305-1	20505	\$175,200
Local			\$19,500
Local/In-Kind			\$0
State			\$0
State/In-Kind			\$0
Other Federal			\$0
Transportation Development Credit			\$0
Adjustment			\$0
<b>Total Eligible Cost</b>			<b>\$194,700</b>

(The Transportation Development Credits are not added to the amount of the Total Award Budget.)

#### **U.S. Department of Labor Certification of Public Transportation Employee Protective Arrangements:**

Original Certification Date:

#### **Special Conditions**

There are no special conditions.

#### **FINDINGS AND DETERMINATIONS**

By signing this Award on behalf of FTA, I am making all the determinations and findings required by federal law and regulations before this Award may be made.

#### **FTA AWARD OF THE GRANT AGREEMENT**

Awarded By:  
Gail Lyssy  
Regional Administrator  
FEDERAL TRANSIT ADMINISTRATION  
U.S. DEPARTMENT OF TRANSPORTATION  
Contact Info: gail.lyssy@dot.gov  
Award Date: 3/25/2022

#### **EXECUTION OF THE GRANT AGREEMENT**

Upon full execution of this Grant Agreement by the Recipient, the Effective Date will be the date FTA or the Federal Government awarded Federal assistance for this Grant Agreement.

By executing this Grant Agreement, the Recipient intends to enter into a legally binding agreement in

which the Recipient:

- (1) Affirms this FTA Award,
- (2) Adopts and ratifies all of the following information it has submitted to FTA:
  - (a) Statements,
  - (b) Representations,
  - (c) Warranties,
  - (d) Covenants, and
  - (e) Materials,
- (3) Consents to comply with the requirements of this FTA Award, and
- (4) Agrees to all terms and conditions set forth in this Grant Agreement.

Executed By:

*Forest Clancy*

*Assistant Managing Director*

*EL PASO, CITY OF*

*3/29/2022*

# EXHIBIT D

## Letter of Partnership from TTI



Texas A&M Transportation Institute  
The Texas A&M University System  
3135 TAMU  
College Station, TX 77843-3135

979-317-2000  
<http://tti.tamu.edu>

May 20, 2020

Ms. Ellen Smyth  
Director of Mass Transit  
City of El Paso–Sun Metro  
10151 Montana Avenue  
El Paso, Texas 79925-1515

Re: **Letter of Commitment**  
*Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All*  
TTI Proposal No. SRS 2005764

Dear Ms. Smyth:

The Texas A&M Transportation Institute (TTI) is pleased to submit this Letter of Commitment to partner with Sun Metro and El Paso County to submit a grant proposal to the Federal Transit Administration (FTA) for the Helping Obtain Prosperity for Everyone (HOPE) Program for 2020.

The HOPE funds will cover the cost for TTI to perform the Work Plan for the *Feasibility Study and Alternatives Analysis for a Regional Fare Structure and Payment System that Enhances Mobility for All*. The outcome of the proposed project will be the identification of the optimal alternative and an implementation strategy for an integrated regional fare system for the El Paso region. An integrated fare structure will connect populations in communities of persistent poverty with employment opportunities and services, creating positive economic impacts.

If the City of El Paso is awarded a grant under the HOPE Program, TTI intends to enter into an interlocal agreement with the City upon negotiation of mutually acceptable terms. We commit Michael Walk, Research Scientist as the Principal Investigator for the study. Mr. Walk and the other TTI research staff have the experience and commitment to support this project in a timely, thorough, and capable manner. The anticipated period of performance is September 2020 – February 2022.

TTI can confidently state that it will approach this research project with absolute objectivity in its endeavor to satisfy the research objective. None of the research team members have ownership in any legal entities nor do they receive remuneration of any kind from organizations that would constitute (or be perceived as constituting) a conflict of interest to this research project. Similarly, the research team members do not have properties, patents, or interests that would benefit in any way from the findings of this research.

The Texas A&M Transportation Institute heartily endorses the research team in this proposal. Thank you for providing us the opportunity to participate in this proposal. We look forward to working with Sun Metro and El Paso County and are confident that the Texas A&M Transportation Institute can greatly contribute to the success of this important project.

Sincerely,

DocuSigned by:  
  
Gregory D. Winfree  
Agency Director

cc: Michael Walk

Office of the Director