

**CALL FOR PROJECT CONCEPTS TO SUPPORT
THE HUMAN SERVICES TRANSPORTATION COORDINATION PLAN
CITY AND COUNTY OF HONOLULU
DEPARTMENT OF TRANSPORTATION SERVICES**

Request for Project Concepts: The City and County of Honolulu (City), through the Department of Transportation Services (DTS), is seeking transportation project concept summaries to achieve the goals and objectives of the Human Services Transportation Coordination Plan. This Call for Project Concepts is based upon funding for projects with a duration of one year.

Qualified private nonprofit agencies and governmental agencies of the City and County of Honolulu are encouraged to submit project concepts for consideration by the DTS.

Background: The Human Services Transportation Coordination Plan ("Plan") was developed by the City to improve transportation by coordinating transit, human services, and other community transportation services for seniors, persons with disabilities, and low-income residents. The current Plan Update identifies strategies to address the transportation challenges faced by these groups and is available for review at <http://www.honolulurides.org>.

The DTS is inviting project concept submittals for coordinated transportation projects to meet the goals of the Plan, including:

- Agency-Provided Trips, for social service agencies on Oahu that provide programs for persons with disabilities to provide transportation for their clients to, from, and during the agency's programs for these individuals, rather than using Honolulu's paratransit service, TheHandi-Van, for these trips.
- Mobility Management, to assist the DTS in serving as the central coordinating body for state, local, non-profit and for-profit partners in transportation, with responsibilities for facilitating and managing coordinated projects, grant writing and management, providing travel training, and evaluating the progress and performance of all City coordinated transportation projects.
- Local Shuttle Service, to establish and operate shuttle services to connect people living and/or working in rural and urban fringe areas with major transit hubs (e.g. Kaaealoa/Kapolei, Kalihi Valley, etc.) to provide access to employment and employment related transportation for persons with low incomes on Oahu or to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

Project concepts selected for consideration may be eligible for funding support through two federal grant programs administered by the City: FTA Section 5307 for Job Access and Reverse Commute (JARC) Projects, and FTA Section 5310 for New Freedom Projects.

Funding from either of these federal sources and any matching funds that may be provided by the City and County of Honolulu are subject to availability. The City and County of Honolulu is not responsible for providing funds should either of these sources be eliminated or otherwise restructured in a way that makes them unavailable for purposes covered by a particular project concept.

Submittal Content: The City and County of Honolulu is seeking proposals for projects for a period of one year. Proposers are required to submit the Project Concept Submittal form and project budget on forms provided by the DTS at the following website: <http://www.honolulurides.org>. The complete packet can also be provided electronically by making a request to mideta@honolulu.gov.

Strategies should be clearly defined in the submittal including how the project will be operated over the proposed time frame.

Project concept submittals should include the following:

- Narrative description including the geographic area on Oahu to be served by the proposed project
- Completed Project Concept Submittal Form
- Identification of application type, i.e., operating or mobility management (as indicated on Project Concept Submittal Form)
- Description of source of project in-kind or funding match
- Documentation of commitment of source(s) of match (can include letters of commitment or evidence of adopted budget)
- Project budget (for a period of one year)
- Letters or other documentation confirming support by partner entities

Project concepts will be reviewed against the following criteria:

- 30 points maximum: Addresses a critical need identified in the Plan
- 30 points maximum: Project approach & methodology
- 25 points maximum: Coordination with Honolulu's public transit system and related agencies
- 15 points maximum: Committed source of non-City matching funds

Schedule: The schedule for submitting concept summaries for consideration is as follows:

July 10, 2015	Public notice of call for project concepts
10:00 a.m., July 20, 2015	Information / orientation and consultation meeting
4:00 p.m., July 31, 2015	Deadline for all entities to submit written concept summaries to the DTS, as evidenced by a date and time stamp from the DTS. Submittals may be mailed to the address below, but must be received by the DTS by the aforementioned deadline:

City and County of Honolulu
Department of Transportation Services
Attention: Public Transit Division
650 South King Street, 3rd Floor
Honolulu, Hawaii 96813

For further information please contact Marisa Ideta, Department of Transportation Services, at (808) 768-8373 or mideta@honolulu.gov.
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