



Mobility Hubs Program Policies

PURPOSE

Conduct a competitive and discretionary grant program to provide eligible applicants funding for Mobility Hub planning studies, design and construction. The MPO Mobility Hubs Program funds transit enhancements for Mobility, Safety, and Placemaking elements.

OVERVIEW

Mobility Hubs are transit access points with frequent transit service, high development potential, and a critical point for travel demand or transfers within the transit system. Mobility Hubs aim to seamlessly integrate different modes of transportation (walking, bicycling, transit and automobiles) with investments in infrastructure that maximize first and last-mile connectivity.

POLICIES

- The MPO anticipates using FTA flex funds for the Mobility Hubs Program. All projects/plans must have a “transit nexus” ([FTA C 7050.1](#)). Improvements must be eligible for FTA funding (49 U.S.C. 5307):
 - Within or adjacent to public transportation facilities
 - Access that connects directly to public transportation
 - Connections between public transportation and airports, train stations, and other transportation facilities

ELIGIBLE PROJECTS

- The MPO anticipates funding Mobility Hubs applications in two categories: Mobility Hubs Master Plan and Mobility Hubs Design and Construction.

Mobility Hubs Master Plan

- Mobility Hubs Master Plans may include, but are not limited, to the following elements:
 - Evaluation and Context - Brings together key findings and recommendations from recent and ongoing planning efforts. Identifies opportunities and considerations regarding the transportation network and physical features of the planning area.
 - Market Analysis - Provides a baseline understanding of current market conditions, and what type and magnitude of development is likely in the near term. Considers input

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- from the development community to ensure Mobility Hubs Master Plan design and policy recommendations are feasible, realistic and supportive of adjacent land uses.
- Design Concepts - Conceptual design and cost estimates for project elements, including near-term physical infrastructure improvements.
 - Implementation Strategy - Both near-term and ongoing actions, including coordinated implementation of MPO-supported near-term investments and longer-term Mobility Hubs initiatives in coordination with the City and other sponsors and partners.
- The intent of the Mobility Hubs Master Plan is to yield executable projects.
 - The BMPO will conduct the Mobility Hubs Master Plan study on the agency's behalf. Administration and management of design work and construction activities will be the responsibility of the applicant.
 - Project/application maximum for Mobility Hubs Master Plans is \$400,000.

Mobility Hubs Design and Construction

- Mobility Hubs Design and Construction may include, but are not limited, to the following elements:
 - 30% Design Plans – Design plans include Right-of-Way verification, traffic studies and 30% Conceptual Design Plans (including Cost Estimates)
 - Final Design & Construction - Obtaining FTA approval in Transit Award Management System (TrAMS), a subrecipient agreement between the applicant agency and the Broward MPO, and project implementation through construction-related activities.
 - Project Completion - Includes project monitoring and compliance as well as maintaining project elements to fulfil the required useful life of assets purchased with FTA funds.
- Project/application minimum for Design and Construction is \$1 million.
- Applicants seeking funding for Mobility Hubs Master Plans and/or Design and Construction must meet the following Program Ready criteria:
 - Scope of Work – Narrative description of the work that defines project-specific activities, deliverables, and timelines.
 - Partner Collaboration – The BMPO requires that any/all party(s) impacted by construction of a Mobility Hubs project be included in discussions during the planning, design and construction process to ensure seamless cooperation between all agencies.
 - Resolution of Support – From the municipality's Commission, or equivalent, before funds can be made available.

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- Cost Estimate¹– Probable costs for all capital, design, and construction. (Only needed if applicant is seeking funds for design and construction)

Eligibility

- Only BMPO Member Governments may submit applications.
- Improvements on private property must be coordinated with local governing municipality. Public easement/ROW may be required on private lands that utilize FTA funding for the duration of the useful life of all capital assets. The BMPO will not fund the acquisition of ROW for Mobility Hubs projects².
- All applications require resolution of support from the applicant's Commission or equivalent including commitments to provide:
 - A professional, qualified staff person, with experience in project management, engineering and/or planning (or related field), who will be responsible for coordination with MPO staff. This staff member will be responsible for coordinating all project compliance related activities, such as but not limited to, regularly scheduled progress meetings with BMPO, monthly monitoring reports, FTA milestone progress reports, monthly project invoicing, and updating project schedule.

PROCEDURES AND EVALUATION CRITERIA

- MPO anticipates an annual process for submission of applications.
- The applicant must meet with BMPO Staff to discuss Mobility Hubs applications prior to submittal. During this meeting required FTA compliance will be discussed, along with required subrecipient agreement.
- A minimum six (6) week period will be provided for submissions.
- All documentation outlined in the application is required.
- Mobility Hubs application submittals will NOT be ranked or scored unless all requirements have been satisfactorily completed.
- Prioritization of Mobility Hubs project funding are based on identified criteria or variables, which include the following:

¹ The FTA maintains a Capital Cost Database on the FTA's website that can be found at the following link:
http://www.fta.dot.gov/12305_11951.html.

² https://www.transit.dot.gov/sites/fta.dot.gov/files/docs/C_5010_1D_Finalpub.pdf

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- Market Readiness takes into consideration land use information, demographics, proximity to public schools and university and more and includes the following indicators:
 - Accessibility
 - Economic Vitality
 - Equity
- Network Readiness looks at existing transit and committed service, along with frequency and ridership. Climate change risk and crash data is also included. Network Readiness looks at the following indicators:
 - Mobility
 - Environmental Stewardship
 - Safety
- Sponsor Readiness reviews and examines the applicants' willingness and ability to deliver on the proposed Mobility Hubs project for their community.
- The Broward MPO Board will approve rankings for award.
 - Top ranked application will be first in line for funding.
 - The number of annual awards depends on the appropriations/allocations/anticipated number of awards.
- Once awarded, applicant is required to follow all compliance requirements outlined in FTA Master Agreement³.
- If applicant is seeking Mobility Hubs Master Plan funding, the applicant will work with the BMPO to develop the scope of work and coordinated project management with BMPO staff.
- Applicants seeking Mobility Hubs design and construction funding will be responsible for managing and administering the project, including all procurement and construction-related activities.

³ <https://www.transit.dot.gov/sites/fta.dot.gov/files/2020-12/FTA-Master-Agreement-FY-2021.pdf>