

Addendum to Call for Projects

Call for Projects: Safe Routes to BART (SR2B) Grant Program Cycle 3

Addendum Number: 1

Date: November 17, 2023

Note to Potential Applicants:

This addendum is issued to modify the SR2B Cycle 3 Call for Projects issued on October 11, 2023, and/or given for informational purposes. It is now part of the Application Guidelines and is hereby made a part of the application materials.

All applicants will be asked to certify acknowledgement of all addenda made available on the BART Website before submission.

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1. How can an applicant submit more than one application in Submittable with only one email address?

Complete and submit your first Proposed Project's application in Submittable before starting on your second Proposed Project's application. Starting a second submission before submitting your first will overwrite existing information in your draft for the first Proposed Project's application.

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2. Is there a way to have more than one person able to access the SR2B application in Submittable?

Submittable allows individuals to collaborate in real-time. Submittable has a [FAQs for collaborating page](#) that includes a brief informational video about how collaboration works.

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3. Is it possible to submit a Proposed Project with less than 35% construction design documents if it fulfills project(s) identified in the *BART Walk and Bike Network Gap Study*?

No, construction design documents for the Proposed Project must be at the 35% level or greater to apply for this grant program. If construction documents are not being used for the Proposed Project (i.e., plans to use in-house labor for project implementation), applicant will need to explain how the design assures project feasibility and enables engineering-level cost estimates.

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4. How do we know when construction design documents are at the 35% level?

Most construction design documents are already labeled with key milestone percents on each sheet. If yours is not, the drawing set you are submitting must assure the feasibility of and enable engineering-level cost estimates for the Proposed Project.

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5. Please clarify what “winter 2024” means in terms of months and years.

Winter 2024 refers to December 2023 and January-February 2024.

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6. Can SR2B funds be used retroactively on a project that has already started?

No, SR2B funds cannot be used retroactively.

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7. How close does the Proposed Project need to be to BART station(s) to qualify for the SR2B grant?

The Proposed Project should be within a clear walk and/or bike shed of a BART station and make a compelling case how it provides connectivity to that station that would result in mode shift per “Connectivity and Mode Shift” criterion in *Appendix A Eligibility and Evaluation Criteria*. As a reference point for consideration, the Federal Transit Administration’s *Manual on Pedestrian and Bicycle Connections to Transit* uses a one-mile and three-mile radius around major transit stations for walking and biking access sheds, respectively.

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8. Do Quick Build and/or Pilot Projects qualify for the SR2B grant?

A project should constitute a permanent capital improvement. Quick Build



projects may be eligible provided that the improvements are fixed and permanent and/or enhanced in the future. For example, thermoplastic striping that could ultimately lead to a permanent concrete raised bulb out would be eligible.

However, plastic planter boxes separating a bike lane from traffic would not be eligible because they are often vandalized, destroyed, or tipped over soon after implementation. Pilot Projects that require evaluation before its physical elements are made permanent would not be eligible since SR2B-funded projects need to result in permanent capital improvements.

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9. Can more than one agency apply for SR2B funds if the different projects serve the same BART station?

Yes. Individual agencies can apply for funds for the same BART station. We suggest coordinating with agencies to assure that there aren't any overlapping requests in the applications or to submit one application since eligible applicants may co-sponsor a Proposed Project with multiple agencies if the eligible applicant is the lead applicant.

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10. Does an agency need to pass a resolution before submitting for the grant?

A resolution is not required if you have a Letter of Commitment from your authorized representative (e.g., Chief Executive, Executive Director, or City Manager).

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11. If our Proposed Project is serving more than one BART station, can we request \$3 million per station in the SR2B application?

The maximum request per application is \$3 million. It's not based on the number of stations that the Proposed Project will serve.

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12. Can an agency submit a multi-jurisdictional Proposed Project for SR2B funding?

Yes, an agency can submit a multi-jurisdictional project provided the lead applicant provides written proof of ROW permission and responsibility for maintenance from the affected jurisdictions. It is also recommended to have letters of support from the affected jurisdictions. Eligible applicants may also co-sponsor a Proposed Project with multiple agencies if the eligible applicant is the lead



applicant.

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13. Are green stormwater infrastructure components eligible for funding?

Yes, stormwater infrastructure components are an eligible expense.

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14. Is tree removal or other demolition costs eligible for SR2B or are only direct bike and/or pedestrian improvements considered in the “total project cost”?

Tree removal and/or demolition costs may be included if they are done to make space for the Proposed Project. If tree removal and/or demolition does not directly affect the project, these costs should not be included.

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15. Is it possible to request more funding than what was requested in the Project Inquiry Form?

Yes, applicants may request more funding than what was indicated in the Project Inquiry Form.

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16. Does BART anticipate approving partial funding if they do not fully fund a competitive project?

Yes, that is a possibility.

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17. How do we find the aspirational station access typology for a BART station?

A jurisdiction can identify aspirational station typologies using the “BART Station Access Typology” map found on the [Station Access Policy](#) webpage. In some cases, current typologies are the same as aspirational typologies.

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18. If there is no approved environmental documentation for the Proposed Project, what information or supporting documentation is needed?

Provide the anticipated date of environmental documentation approval or reasons why the Proposed Project is not subject to environmental review in the application’s narrative for item A3.2. No documentation is required.

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19. What documentation is needed to demonstrate proof of authority over the Proposed Project area?

Documentation needs to show either direct ownership (such as title to property, surveyor report, etc.) or permission through written right-of way agreements (such as encroachment permits, joint-use agreements, easements, rights of entry, letter from property owner indicating ROW process is underway, possession of utility relocation, etc.) over the elements of the Proposed Project requesting SR2B funds.

It should be noted that as-built drawings are not sufficient to demonstrate proof of authority.

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20. Are there preferred tools/metrics/resources to demonstrate community need that supplements data from the Metropolitan Transportation Commission's Equity Priorities Communities?

No, just describe in the application's narrative for item E1.1 how disadvantaged communities would be served by the Proposed Project using the tools, metrics, and resources that the applicant uses for other grant applications, local objectives, and other purposes.

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21. Could you confirm if the maximum number of sheets to submit for Item A2.1 construction design drawings is 5 or 10?

The maximum number of sheets for the Proposed Project's drawing set is 10.

This clarifies a contradiction between Section 5.1.1. of the *SR2B Grant Program: Cycle 3 Guidelines* and Item A2.1 in the application regarding the maximum number of sheets to submit for the Proposed Project's construction design drawings.

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22. Can letters of support be addressed generally, such as "Grant Selection Committee," or do the letters need to be address to Tim Chan?

Per Item G6 in the application, address all letters of support to Tim Chan, BART Station Area Planning Group Manager.

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23. How can an applicant who is submitting more than one application demonstrate that they have enough resources and capacity to deliver multiple projects if all are awarded?

Applicants will be required to certify Item 5.9 in the application for each Proposed Project. Specifically, it asks you to check a box certifying that “that the Applicant Agency has enough staffing resources to complete construction of the Proposed Project and have it open to the public within 3.5 years of the fully executed grant agreement, if awarded.” The agency should determine internally that they could advance more than one Proposed Project before submitting more than one application.

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24. Are points deducted if an applicant received SR2B funding from a previous cycle?

No, points are not deducted if an applicant has been awarded SR2B in previous cycles. However, SR2B Cycle 3 funds cannot be used to fill funding gaps of previously awarded SR2B projects.

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25. Where can I find the October 23 Zoom Webinar recording and materials?

The webinar's [Zoom recording](#) (passcode: ?+0s=s1H) and [presentation](#) (PDF, 2.4 MB) are available on www.bart.gov/sr2b.

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