

FY 2023 ADA COMPLAINT INFORMATION

You must retain copies of complaints for at least one year and a summary of all complaints for at least five years.

Name Of Applicant (legal organization name)

Battle Creek, City of

Has the agency been named in any lawsuits or complaints in the last year which allege an individual was discriminated against or denied full participation in transportation based on disability.

Yes No

Include a brief description of the complaint and status.

The City was the subject of a Department of Justice (DOJ) investigation which found twelve areas of non-compliance with the City's Intermodal Transportation Center (ITC). This investigation was the result of a complaint made not to the City but directly to the DOJ. The City has corrected eight of the twelve areas of compliance and has until June 30, 2022 to complete the remaining four corrections. The remaining corrections include engineering work that is weather dependent and address the slope of the sidewalk and walking paths from the parking area to the building.

In the last year, have you had ADA compliance review conducted on your transportation program as part of an overall FTA or MDOT Compliance Review?

Yes No

Have any changes been made to your ADA Complaint Policy?

Yes No

**FY 2023 SERVICE DEVELOPMENT AND NEW
TECHNOLOGY (SDNT) APPLICATION**

Name Of Applicant (legal organization name)

City of Battle Creek / Battle Creek Transit

Name of Applicant's Project Manager Mallory Avis

Project Manager Phone # 2699663588

Project Manager Email Address mravis@battlecreekmi.gov

Project Title Planning and Architectural/Engineering Services

Project Objective (Explain why the project is needed, what is the existing issue to be resolved, what the purpose or goal of the project is, how this project will resolve the issue, who will benefit from the project, and who the target audience of the project is. How will you achieve the project's purpose or goal? Who will conduct the project? What methods do you anticipate using and why do you prefer these methods? Why do you think these methods are the best choice for the target audience and what are the anticipated results? How will you communicate these results to the target audience? Please include any additional relevant information about the project and its expected impacts and outcomes.)

The City of Battle Creek / Battle Creek Transit facility is over 30 years old and the administrative building itself sits on a foundation that is over 100 years old. BCT continues to submit grant applications for various building / facility funding opportunities. BCT would use the SDNT to secure a firm to provide planning, architectural/engineering services focused on the City's need for a new Transit Operations, Maintenance and Storage Facilities. Services would include general consulting and assistance with the concept design site identification of a cost-effective, functional and larger facility acceptable to meet both current operations and reflect consideration for future growth for the next thirty (30) years as indicated by the currently available Transit Development Plan and current movement toward a countywide authority.

Although the facility design is not intended to be officially LEED certified, the intent of the design will be to meet a certain level of LEED standards, as budget allows, and as defined by the U. S. Green Building Council.

Preliminary Architectural Concept Designs/Engineering Tasks will include:

1. Consultant developed Agendas and Schedules.
2. Coordination with designated stakeholders to determine facility needs.
3. Coordination for and attendance at meetings with designated Battle Creek staff.
4. Review of current transit facility and operations/maintenance practices.
5. Collecting administration, maintenance, and pertinent operations data.
6. Reviewing fleet rosters, fleet replacement/expansion plans, and other relevant information.
7. Review of documents pertaining to the new site/location.
8. Draft concept designs presented to stakeholders and refined based on feedback.

A technical memo of the findings shall be prepared including a high-level concept block rendering that includes adequate updated programming & conceptual design work as required for subsequent development of the project. A final packet (power-point or equivalent) will be prepared & presented to elected officials to approve the preliminary study as the basis for development of future detailed design for the project.

PROJECT AND DELIVERABLES: What will be produced and/or implemented using the results of this project?

1. Final concept design and aggregate square footages.
2. Confirmed building program.
3. Confirmed floor plan.
4. Confirmed building system outline
5. Confirmed operational flow diagrams.
6. Test fit of project on site.
7. Supporting graphics sufficient to depict a recommended option.
8. Statement of probable cost based on industry standards.

What is the timeframe for the project? Projects are expected to begin within six months of an executed authorization. Please complete estimated milestone dates:

Solicitation Issued:

Contract Awarded:

Contract Completed:

This project would begin as soon as funds are awarded.

PROJECT SUPPORT Note: Provide letters of support- if the project is within a transit agency's geographical area, letters of support and coordination from the local transit agency must be provided.

BUDGET (If project will have multiple activities, or is paid based on milestone progress, split budget accordingly; otherwise show as one activity with the total amount being requested.)

ACTIVITY/ITEM	FEDERAL	STATE	LOCAL	TOTAL
Planning	\$ 120,000	\$ 30,000	\$ \$0	\$ 150,000
TOTAL	\$ \$120000	\$ \$30000	\$ \$0	\$ \$150000

Name Of Applicant (legal organization name)

Battle Creek, City of

The Applicant agrees to comply with the applicable requirements of categories below. *
Those requirements that do not apply to you or your project will not be enforced.

<u>Categories</u>	<u>Descriptions</u>
01.	Certifications and Assurances Required of Every Applicant.
02.	Public Transportation Agency Safety Plans.
03.	Tax Liability and Felony Convictions.
04.	Lobbying.
05.	Private Sector Protections.
06.	Transit Asset Management Plan.
07.	Rolling Stock Buy America Reviews and Bus Testing.
08.	Formula Grants for Rural Areas.
09.	Grants for Buses and Bus Facilities and Low or No Emission Vehicle Deployment Grant Programs.
10.	Enhanced Mobility of Seniors and Individuals with Disabilities Programs.
11.	Alcohol and Controlled Substances Testing.
12.	Demand Responsive Service.
13.	Interest and Financing Costs.
14.	Construction Hiring Preferences.

FTA and MDOT intend that the certifications and assurances the Applicant has selected on this form should apply, as required, to each project for which the Applicant seeks FTA assistance during application year.

The Applicant affirms the truthfulness and accuracy of the certifications and assurances it has made in the statements submitted herein with this document, and acknowledges that the provisions of the program Fraud Civil Remedies Act of 1986, as amended, 31 U.S.C. 3801 et.seq., and implemented by DOT regulations, 'Program Fraud Civil Remedies,' 49 CFR part 31 apply to any certification, assurance, or submission made to FTA. The criminal fraud provisions of 18 U.S. C. 1001 may apply to any certification, assurance, or submission made in connection with any program administered by FTA.

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All FTA funds recipients, except for urban agencies that receive all of their FTA funds directly from FTA, must submit the following information that covers the period since your last MDOT application. First-time applicants should submit information for the previous fiscal year.

1. Are there any active lawsuits or complaints naming the applicant that allege discrimination based on race, color or national origin with respect to service or other transit benefits?

Yes No

2. Have you had any Title VI compliance review activities conducted with regard to your transportation program, including triennial compliance reviews conducted by FTA and/or MDOT?

Yes No

3. When was your last title VI program approved by MDOT or FTA MM/DD/YYYY

4. Has your Title VI Coordinator/EEO Officer changed during the reporting period or since your last Title VI Plan was approved?

Yes No

5. Has your organization had any projects and/or service change that have Title VI, Limited English Proficiency (LEP), or Environmental Justice (EJ) impacts? Service change includes service expansion/reduction, route and/or hour changes, etc

Yes No

6. During this reporting period, how were your employees educated about Title VI and their responsibility to ensure non-discrimination in any of your programs, services, or activities?

New employees are given a one-on-one training with the Transit Director or the Grants Program Administrator. Each individual is given a printout of the material covered and sign a form acknowledging receipt.