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| **U.S. Department of Transportation** | **Federal Transit Administration** |

**Quarter 4 (Jul - Sep), FY 2016 Milestone Progress Report**

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| **Federal Award Identification Number (FAIN)** | NV-88-0001-00 |
| **Temporary Application Number** | NV-88-0001-00 |
| **Award Name** | Electric Bus Project |
| **Award Status** | Active (Executed) |
| **Award Budget Number** | 0 |

**Part 1: Recipient Information**

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| **Name: Regional Transportation Commission Of Washoe County** |
| |  |  |  |  | | --- | --- | --- | --- | | **Recipient ID** | **Recipient OST Type** | **Recipient Alias** | **Recipient DUNS** | | 1669 | Council of Government | REGIONAL TRANSPORTATION COMMISSION OF WASHOE COUNTY | 167260892 | |

**Part 2: Award Information**

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| **Title: Electric Bus Project** |
| |  |  |  |  |  |  | | --- | --- | --- | --- | --- | --- | | **FAIN** | **Award Status** | **Award Type** | **Date Created** | **Last Updated Date** | **From TEAM?** | | NV-88-0001-00 | Active (Executed) | Grant | 3/9/2011 | 7/26/2016 | Yes | |

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| **Funding Source** | **Section of Statute** | **CFDA Number** | **Amount** |
| 88 P.L. 111-68 Transit Investments for Greenhouse Gas and Energy Reduction | 88-GG | 20523 | $4,650,523 |
| Local |  |  | $516,725 |
| State |  |  | $0 |
| Other Federal |  |  | $0 |
| **Total Eligible Cost** | | | **$5,167,248** |
| Adjustment Amount | | | $0 |
| **Gross Award Cost** | | | **$5,167,248** |

**Part 3: Milestone Progress Report Information**

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| **Milestone Progress Report Details** | | | | | | |
| **Report Type** | **Report Period** | **Final Report?** | **Report Period Begin Date** | **Report Period End Date** | **Report Due Date** | **Submission Date** |
| Quarterly | Quarter 4 (Jul - Sep), FY 2016 | No | 7/1/2016 | 9/30/2016 | 10/30/2016 | 10/27/2016 |

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| **Status Log** | | | |
| **Previous Status** | **New Status** | **Change Date** | **Change By** |
| Work in Progress | Submitted | 10/27/2016 | Stephanie Haddock |

**Milestone Progress Overview Remarks**

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| **Remark By** | **Stephanie Haddock** |
| Remark Type | Award Overview |
| Remark Date | 10/27/2016 |
| Remark | Reporting project completed in June 2016. Remaining grant funds to be used towards the purchase of another Proterra electric bus. SAH 10/27/16. |

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| **Remark By** | **Stephanie Haddock** |
| Remark Type | Award Overview |
| Remark Date | 7/21/2016 |
| Remark | Quarterly reporting was completed June 2016. Revision upcoming to use remaining grant funds towards the purchase of another Proterra electric bus. SAH 7/21/16 |

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| **Remark By** | **Stephanie Haddock** |
| Remark Type | Award Overview |
| Remark Date | 4/26/2016 |
| Remark | Quarterly monitoring reports to be sent to FTA or attached. SAH 4/26/16 |

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| **Remark By** |  |
| Remark Type | Award Overview |
| Remark Date | 10/28/2015 |
| Remark | Quarterly monitoring report attached. SAH 10/28/15   Electric buses repaired and put back in service. Quarterly (Jan-Mar 15) monitoring report attached. SAH 7/30/15   Electric buses had to be taken out of service in March for warranty repairs. Quarterly (Oct-Dec 14) monitoring report attached. SAH 3/28/15.   Quarterly (Jul-Sep 14) monitoring report attached. SAH 1/28/15.   March - May 2014 monitoring report attached. SAH 10/30/14.   On-going study of the electric bus performance has begun and will continue through Feb. 2016. SAH 7/29/14.   Buses branded in February and began revenue service on March 31,2014. SAH 4/29/14.   All buses shipped and accepted. In service starting March 2014. SAH 1/29/14.   First bus shipped but has not been accepted due to problems. SAH 10/29/13.   Production of the four electric buses is underway with delivery scheduled for September 2013. SAH 7/29/13.   During the January to March quarter, RTC completed negotiations on an amendment to the Proterra contract that resolved production issues and revised production schedule. Buses are now expected to be delivered in September and October 2013. As part of the amendment, Proterra has agreed to pay for the additional inspection services required. A new inspection services contract has been negotiated with Transit Resource Center (TRC). Also, negotiations are under way with TRC and TRC subcontractor the University of Nevada, Reno, (UNR) to perform various federal reporting requirements once the vehicles are in service. SAH 4/29/13.   Reviewed by RH, 3/25/13   During the October to December quarter, quality control problems discovered at the Proterra production facility in December have caused a significant delay to the production schedule. Proterra is developing corrective actions but delivery of the vehicles will most likely be delayed up to one year. Negotiations continue to modify the contract accordingly. Discussions have been held with Transit Resource Center (TRC) and the University of Nevada, Reno, to perform various federal reporting requirements once the vehicles are in service. Rev. Est. Comp. Dates have been updated accordingly. SAH 1/29/13.   Reviewed by RH, 12/3/12   At the direction of the Federal Transit Administration (FTA), RTC is moving forward with procurement of electric buses consistent with the original TIGGER II grant application. Negotiations with Proterra Bus are underway for the purchase of four electric buses and one fast charge station. Negotiations are also underway with the Center for Transportation and the Environment (CTE) and Transit Resource Center (TRC) for various tasks associated with project management, vehicle inspection and acceptance testing, and federal reporting requirements. Staff hopes to bring all three contracts for approval to the August 17, 2012, RTC Board meeting. SAH 7/26/12.   Electric bus project has begun with initial RFQ issued to procure management services. SAH 10/26/11.   Initial FFR & MSR submitted 8/8/2011. SAH. |

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| **Remark By** |  |
| Remark Type | Award Overview |
| Remark Date | 7/30/2015 |
| Remark | Electric buses repaired and put back in service. Quarterly (Jan-Mar 15) monitoring report attached. SAH 7/30/15   Electric buses had to be taken out of service in March for warranty repairs. Quarterly (Oct-Dec 14) monitoring report attached. SAH 3/28/15.   Quarterly (Jul-Sep 14) monitoring report attached. SAH 1/28/15.   March - May 2014 monitoring report attached. SAH 10/30/14.   On-going study of the electric bus performance has begun and will continue through Feb. 2016. SAH 7/29/14.   Buses branded in February and began revenue service on March 31,2014. SAH 4/29/14.   All buses shipped and accepted. In service starting March 2014. SAH 1/29/14.   First bus shipped but has not been accepted due to problems. SAH 10/29/13.   Production of the four electric buses is underway with delivery scheduled for September 2013. SAH 7/29/13.   During the January to March quarter, RTC completed negotiations on an amendment to the Proterra contract that resolved production issues and revised production schedule. Buses are now expected to be delivered in September and October 2013. As part of the amendment, Proterra has agreed to pay for the additional inspection services required. A new inspection services contract has been negotiated with Transit Resource Center (TRC). Also, negotiations are under way with TRC and TRC subcontractor the University of Nevada, Reno, (UNR) to perform various federal reporting requirements once the vehicles are in service. SAH 4/29/13.   Reviewed by RH, 3/25/13   During the October to December quarter, quality control problems discovered at the Proterra production facility in December have caused a significant delay to the production schedule. Proterra is developing corrective actions but delivery of the vehicles will most likely be delayed up to one year. Negotiations continue to modify the contract accordingly. Discussions have been held with Transit Resource Center (TRC) and the University of Nevada, Reno, to perform various federal reporting requirements once the vehicles are in service. Rev. Est. Comp. Dates have been updated accordingly. SAH 1/29/13.   Reviewed by RH, 12/3/12   At the direction of the Federal Transit Administration (FTA), RTC is moving forward with procurement of electric buses consistent with the original TIGGER II grant application. Negotiations with Proterra Bus are underway for the purchase of four electric buses and one fast charge station. Negotiations are also underway with the Center for Transportation and the Environment (CTE) and Transit Resource Center (TRC) for various tasks associated with project management, vehicle inspection and acceptance testing, and federal reporting requirements. Staff hopes to bring all three contracts for approval to the August 17, 2012, RTC Board meeting. SAH 7/26/12.   Electric bus project has begun with initial RFQ issued to procure management services. SAH 10/26/11.   Initial FFR & MSR submitted 8/8/2011. SAH. |

**Milestone Progress FTA Review Remarks**

No FTA Review Remarks have been entered.

**Milestone Details**

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| **Budget Activity Line Item: 11.12.02 - BUY REPLACEMENT 35-FT BUS** |
| **Line Item Description:** Details updated with 4th replacement bus for revision #1. 1. Operator: Regional Transportation Commission of Washoe County 2. Project Name: Electric Bus Project 3. ADA Project: No 4. Key Station Project: No 5. Project in RTIP: Yes 6. Project in STIP: Yes 7. Environmental Clearance: NEPA; Class IICE, 23 CFR 771.117 (C-170 8. Project Description: These funds will be use to replace up to 4 diesel 29’ buses. The buses will have reached the federally declared useful life of 10 years for a 29` bus when replaced. The following vehicles are being replaced: Vehicle # Year Make VIN # Mileage @11/2010 305 2003 Opus 1Z9B5BSS43W216189 183,515 306 2003 Opus 1Z9B5BSS03W216190 183,980 307 2003 Opus 1Z9B5BSS23W216191 150,774 308 2003 Opus 1Z9B5BSS43W216192 183,569 9. Project Justification: This project provides an opportunity to test battery-powered buses in a high desert climate. RTC is expected to realize a fuel savings of nearly $400K per vehicle over 12 years. 10. Project Budget: The total cost of this project is $5,167,128 and will be funded With TIGGER II monies. The vehicles being replaced are included in the RTC vehicle replacement schedule. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Line Item #** | **Scope Name / Code** | **Custom Item Name** | **Activity** | **Quantity** | | 11.12.02 | BUS - ROLLING STOCK (111-00) | BUY REPLACEMENT 35-FT BUS | BUY REPLACEMENT 35-FT BUS | 4 | |
| |  |  |  |  | | --- | --- | --- | --- | | **Funding Source** | **Section of Statute** | **CFDA Number** | **Amount** | | 88 P.L. 111-68 Transit Investments for Greenhouse Gas and Energy Reduction | 88-GG | 20523 | $3,300,000 | | Non-FTA Amount |  |  | $366,667 | | **Total Eligible Cost** | | | **$3,666,667** | | Adjustment Amount | | | $0 | | **Gross Award Cost** | | | **$3,666,667** | |
| |  | | --- | | **Milestone Name:** RFP/IFB OUT FOR BID | | **Milestone Description:** RFP/IFB OUT FOR BID | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 7 | 8/1/2011 |  | 6/30/2012 |  | | |

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| |  | | --- | | **Milestone Name:** CONTRACT AWARDED | | **Milestone Description:** CONTRACT AWARDED | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 4 | 10/30/2011 |  | 8/24/2012 |  | | |

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| |  | | --- | | **Milestone Name:** FIRST VEHICLE DELIVERED | | **Milestone Description:** FIRST VEHICLE DELIVERED | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 7 | 10/30/2013 |  | 9/3/2013 |  | | |

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| |  | | --- | | **Milestone Name:** ALL VEHICLES DELIVERED | | **Milestone Description:** ALL VEHICLES DELIVERED | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 8 | 11/30/2013 |  | 10/20/2013 |  | | |

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| |  | | --- | | **Milestone Name:** CONTRACT COMPLETE | | **Milestone Description:** CONTRACT COMPLETE | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 7 | 12/31/2013 |  | 3/31/2014 |  | | |

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| **Budget Activity Line Item: 11.42.20 - ACQUIRE - MISC SUPPORT EQUIPMENT** |
| **Line Item Description:** 1. Operator: Regional Transportation Commission of Washoe County 2. Project Name: Electric Bus Project 3. ADA Project: No 4. Key Station Project: No 5. Project in RTIP: Yes 6. Project in STIP: Yes 7. Environmental Clearance: NEPA; Class IICE, 23 CFR 771.117 (C-170 8. Project Description: These funds will be used to purchase 3 midlife replacement batteries and a Grid-Connected Fast Charge Station for the electric buses. 9. Project Justification: This project provides an opportunity to test battery-powered buses in a high desert climate. RTC is expected to realize a fuel savings of nearly $400K per vehicle over 12 years. 10. Project Budget: The total cost of this project is $5,167,128 and will be funded With TIGGER II monies. The replacement batteries are estimated to cost $138,889 each. The Grid-connected fast charge station is estimated to cost $704,000. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Line Item #** | **Scope Name / Code** | **Custom Item Name** | **Activity** | **Quantity** | | 11.42.20 | BUS: SUPPORT EQUIP AND FACILITIES (114-00) | ACQUIRE - MISC SUPPORT EQUIPMENT | ACQUIRE - MISC SUPPORT EQUIPMENT | 0 | |
| |  |  |  |  | | --- | --- | --- | --- | | **Funding Source** | **Section of Statute** | **CFDA Number** | **Amount** | | 88 P.L. 111-68 Transit Investments for Greenhouse Gas and Energy Reduction | 88-GG | 20523 | $1,008,600 | | Non-FTA Amount |  |  | $112,066 | | **Total Eligible Cost** | | | **$1,120,666** | | Adjustment Amount | | | $0 | | **Gross Award Cost** | | | **$1,120,666** | |
| |  | | --- | | **Milestone Name:** RFP/IFB Issued | | **Milestone Description:** RFP/IFB Issued | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 4 | 10/30/2011 |  | 6/30/2012 |  | | |

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| |  | | --- | | **Milestone Name:** Contract Award | | **Milestone Description:** Contract Award | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 4 | 12/31/2011 |  | 8/24/2012 |  | | |

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| |  | | --- | | **Milestone Name:** Contract Complete | | **Milestone Description:** Contract Complete | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 6 | 9/30/2012 |  | 3/31/2014 |  | | |

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| **Budget Activity Line Item: 11.7D.02 - EMPLOYEE EDUCATION/TRAINING** |
| **Line Item Description:** 1. Operator: Regional Transportation Commission of Washoe County 2. Project Name: Electric Bus Project 3. ADA Project: No 4. Key Station Project: No 5. Project in RTIP: Yes 6. Project in STIP: Yes 7. Environmental Clearance: NEPA; Class IICE, 23 CFR 771.117 (C-170 8. Project Description: These funds will be used to train the mechanics, drivers and staff on the new technology for both the Charging Station and the electric buses. 9. Project Justification: Staff training is essential to implementing this project. RTC makes safety a priority for the staff, passengers and community. 10. Project Budget: The total cost of this project is $5,167,128 and will be funded With TIGGER II monies. The training cost is estimated to be about $80,000. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Line Item #** | **Scope Name / Code** | **Custom Item Name** | **Activity** | **Quantity** | | 11.7D.02 | OTHER CAPITAL ITEMS (BUS) (117-00) | EMPLOYEE EDUCATION/TRAINING | EMPLOYEE EDUCATION/TRAINING | 0 | |
| |  |  |  |  | | --- | --- | --- | --- | | **Funding Source** | **Section of Statute** | **CFDA Number** | **Amount** | | 88 P.L. 111-68 Transit Investments for Greenhouse Gas and Energy Reduction | 88-GG | 20523 | $71,923 | | Non-FTA Amount |  |  | $7,992 | | **Total Eligible Cost** | | | **$79,915** | | Adjustment Amount | | | $0 | | **Gross Award Cost** | | | **$79,915** | |
| |  | | --- | | **Milestone Name:** Employee Education/Training | | **Milestone Description:** Employee Education/Training | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 5 | 11/20/2013 |  | 6/30/2015 |  | | |

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| **Budget Activity Line Item: 11.71.03 - PROJECT MANAGEMENT - 3RD PARTY** |
| **Line Item Description:** 1. Operator: Regional Transportation Commission of Washoe County 2. Project Name: Electric Bus Project 3. ADA Project: No 4. Key Station Project: No 5. Project in RTIP: Yes 6. Project in STIP: Yes 7. Environmental Clearance: NEPA; Class IICE, 23 CFR 771.117 (C-170 8. Project Description: These funds will be used to fund the cost of a dedicated project management consultant team to oversee this project for the next 3 years. The cost includes preparing a bus specification bid package, project management, oversight, administration and reporting. 9. Project Justification: A dedicated project management team will serve as liaison between project partners (including FTA); develop and execute the overall project management plan, coordinate roles and execution of tasks among all participants and most all bring the necessary expertise and talent to implement this new technology. 10. Project Budget: The total cost of this project is $5,167,128 and will be funded With TIGGER II monies. The program management fee is estimated to cost $300,000. |
| |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Line Item #** | **Scope Name / Code** | **Custom Item Name** | **Activity** | **Quantity** | | 11.71.03 | OTHER CAPITAL ITEMS (BUS) (117-00) | PROJECT MANAGEMENT - 3RD PARTY | PROJECT MANAGEMENT - 3RD PARTY | 0 | |
| |  |  |  |  | | --- | --- | --- | --- | | **Funding Source** | **Section of Statute** | **CFDA Number** | **Amount** | | 88 P.L. 111-68 Transit Investments for Greenhouse Gas and Energy Reduction | 88-GG | 20523 | $270,000 | | Non-FTA Amount |  |  | $30,000 | | **Total Eligible Cost** | | | **$300,000** | | Adjustment Amount | | | $0 | | **Gross Award Cost** | | | **$300,000** | |
| |  | | --- | | **Milestone Name:** RFP/IFB Issued | | **Milestone Description:** RFP/IFB Issued | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 6 | 5/1/2011 |  | 6/30/2012 |  | | |

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| |  | | --- | | **Milestone Name:** Contract Award | | **Milestone Description:** Contract Award | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 4 | 6/30/2011 |  | 8/23/2012 |  | | |

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| |  | | --- | | **Milestone Name:** Contract Complete | | **Milestone Description:** Contract Complete | | |  |  |  |  |  | | --- | --- | --- | --- | --- | | **Revision#** | **Estimated Completion Date** | **Revised Completion Date** | **Actual Completion Date** | **Milestone Progress Remarks** | | 5 | 6/30/2014 |  | 6/30/2016 |  | | |