PMC-EF2a

(2.06.02)

U.S. DEPARTMENT OF ENERGY
EERE PROJECT MANAGEMENT CENTER
NEPA DETERMINATION

RECIPIENT:NREL **STATE:** CO

PROJECT TITLE : NREL Shuttle Service to RTD Hubs; NREL Tracking No. 10-015

Funding Opportunity Announcement Number	Procurement Instrument Number	NEPA Control Number	CID Number
		NREL-10-015	GO10337

Based on my review of the information concerning the proposed action, as NEPA Compliance Officer (authorized under DOE Order 451.1A), I have made the following determination:

CX, EA, EIS APPENDIX AND NUMBER:
Description:

DOE/EA-1440-S-I	Final Supplement to Final Site-Wide Environmental Assessment of the National Renewable Energy Laboratory's (NREL) South Table Mountain Complex (May 2008)
B1.32	Traffic flow adjustments to existing roads at DOE sites (including , but not limited to, stop sign or traffic light installation, adjusting direction of traffic flow, and adding turn lanes). Road adjustments such as widening or realignment are not included.

Rational for determination:

In May 2008, a NEPA determination was signed for the Final Supplemental to the Final Site-Wide Environmental Assessment of the National Renewable Energy Laboratory's (NREL) South Table Mountain Complex (STMC) DOE/EA-1440-S-I, supported by the 2008 NREL South Table Mountain Traffic Mitigation Action Plan and NREL South Table Mountain Traffic Impact Study. DOE/EA-1440-S-I and Traffic Mitigation Action Plan identified expanding RTD routes to NREL to mitigate traffic impacts. This NEPA determination includes designed routes to NREL from two RTD hubs. These routes include RTD transportation at the Cold Spring park-n-Ride at 6th and Simms, and the Applewood Transfer Center at 38th and Younfield to and from NREL facilities at Golden Hill, Denver West Office Park, and the South Table Mountain Site. This proposed project is to develop, design, and implement new RTD routes. The project would be divided into multiple tasks:

Task 1

Proposed "circulator" routes with stops between RTD's Cold Spring Park-n-Ride (6th Avenue/Union Blvd.), RTD's Applewood Village Transfer Center (38th Avenue/ Youngfield), and NREL facilities at STM, Denver West and Golden Hill has been identified and is intended to serve commuters who use RTD bus routes. The circulator shuttles would run between the hours of 6:30 – 9:30 a.m. ("morning shift") and between 3:30 to 6:30 p.m. ("evening shift"). For the purposes of this Request for Proposal, a "shift" is defined as three (3) hours in the morning, between the hours of 6:00 a.m. and 11:00 a.m. and three (3) hours in the evening between the hours of 3:00 p.m. and 7:00 p.m. for each NREL working day.

The shuttle service provider would be responsible for providing shuttle buses or vans, properly licensed drivers and timely service during the morning and evening hours. The shuttles would run a fixed route with established stops and schedule service with no more than a 15-minute wait at any given stop. The circulator shuttle schedule would be coordinated with RTD bus arrivals/departures at Cold Spring park-n-Ride and Applewood Village Transfer Center so that wait time for riders who transfer between the NREL shuttle circulator and RTD services is minimized.

Task 2

Circulator shuttles are anticipated to provide service for approximately 60 passengers in the morning and 60 passengers in the evening shift. The NREL Shuttle Service would provide an all-inclusive shuttle/van service that includes pre-trip, during-trip, and post-trip services. Such services include but are not limited to the following:

- Provide pre-event logistics planning, working closely with Technical Monitor.
- Provide qualified drivers and perform appropriate driver training and testing in accordance with State and Federal Department of Transportation regulations for motor carriers (i.e. 49 CFR parts 382, 383, and 390-399, where applicable). Provide documentation of compliance with such driver qualifications, training and testing in a timely manner.
- Provide round trip transportation from pick-up locations to drop-off locations as noted in Section 1.2 Scope.
- Provide contingency planning in the event of shuttle break downs.

• Have mechanics available in case of emergencies.
• Be able to maintain a base of communications between NREL, subcontractor and drivers of vehicles during service hours, including radio or cell phone communication with drivers.
• Provide shuttles vehicles that have been serviced (vehicle fluids filled (fuel, window washer fluids, etc.), cleaned and free of trash and debris, etc.) prior to pick up of passengers.
• Provide shuttle vehicles that can accommodate at least one ADA passenger per vehicle.
• Provide Monthly Progress Reports and review (described in 2.1.3, Subcontract Report Deliverables, below)
• Conduct Pre-trip Safety Assurance check
• Work day begins after vehicles have been inspected, fueled and cleaned/serviced

Task 3
Monthly Progress Report: The subcontractor would prepare and submit by the 15th day of each subcontract month, a progress/status report.

Safety and Security
The South Table Mountain (STM) site is a secured area. As such, all employees, subcontractors, and visitors must wear NREL/DOE badges at all times while on the STM site. In addition, all shuttle vehicles must go through the appropriate security search in order to circulate through the STM site. Once a vehicle has been searched by security that vehicle must remain within control of the NREL approved driver at all times during the shift.
• Shuttle drivers must wear an NREL subcontractor badge and must complete NREL security training prior to driving onto the NREL campus (a one-day class would be offered after the subcontract is issued).
• Shuttle drivers need to be consistent; back-up or replacement drivers must also be a NREL baged subcontractors who complete the NREL security training.
• Shuttle drivers would be required to check passengers for NREL/DOE approved badges as they board the vehicle; visitors may board the shuttle vehicle, but they must exit the vehicle at the NREL Visitors Center before the shuttle proceeds through the STM gates. No visitor may enter the STM site without being processed by NREL Security.
• Shuttle vehicles must be checked in and be searched by NREL security before picking up any passengers and entering the STM site at the beginning of each shift (NREL security checks would take approximately 10 minutes per vehicle).
• Each driver must maintain control of the specific shuttle vehicle that was searched by security during the entire shift; if the vehicle or driver must be changed during a shift, then the replacement driver must have received and wear an NREL badge and the replacement vehicle would need to be searched before entering the STM site.
• Shuttle drivers must provide proof of U.S. Citizenship or provide a current and valid work authorization to perform work in the U.S. (e.g. work visa).

This proposal comprises mitigation measures identified in the 2008 NREL South Table Mountain Traffic Mitigation Action Plan in support of DOE/EA-1440-S-I. Additionally, CX B1.32 can be used to adjust traffic flows.

NEPA PROVISION
DOE has made a final NEPA determination for this award

Insert the following language in the award:

Note to Specialist :

None Given.

SIGNATURE OF THIS MEMORANDUM CONSTITUTES A RECORD OF THIS DECISION.

NEPA Compliance Officer Signature: Lori A. Plummer Date: 4/5/2010
NEPA Compliance Officer

FIELD OFFICE MANAGER DETERMINATION

☐ Field Office Manager review required

NCO REQUESTS THE FIELD OFFICE MANAGER REVIEW FOR THE FOLLOWING REASON:

☐ Proposed action fits within a categorical exclusion but involves a high profile or controversial issue that warrants Field Office Manager's attention.