

## Low Carbon Transit Operations Program (LCTOP)

### PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

**Project Information:**

Lead Agency:	Alameda-Contra Costa Transit District
Project Name:	East Bay Bus Rapid Transit
Project Type: <i>See Attachment A</i>	B1: Install new stops/stations for local bus, intercity rail, commuter bus or rail service
Description of Project (Short):	AC Transit is seeking LCTOP funds to complete the construction of an East Bay BRT route. This will include dedicated bus lanes, signal priority and real time bus information, fare collection, and other passenger amenities on a 9.52 mile corridor along Broadway and International Boulevard connecting the Cities of Oakland and San Leandro. The LCTOP funds will be programmed for purchase and installation of 120 Transit Signal Priority units.
Project Location:	9.52 mile corridor along Broadway and International Boulevard connecting the Cities of Oakland and San Leandro.
Project Start Date (anticipated):	5/20/2016
Project End Date (anticipated):	3/31/2018

**Funding Information:**

Funding Year:	2016
Requested Amount of PUC 99313:	\$0
Requested Amount of PUC 99314:	\$1,948,597
Total LCTOP Funding:	\$1,948,597
Total Project Cost:	\$177,986,175

**Project Benefits:**

**Greenhouse Gas Benefits (off of worksheet)**

Estimated GHG Reduction:	371,444.36
Project Life:	20
Estimated Total GHG Reduction:	0.19

**Disadvantaged Communities (DAC) Benefits:**

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	6001409300, 6001409400, 6001409500, 6001408900, 6001408800, 6001407300, 6001407500, 6001406100, 6001407200, 6001406000, 6001403000, 6001401300
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	TP 1A: Project provides improved transit or intercity rail service for stations or stops in a disadvantaged community.
Qualitative Description of DAC Benefit?	Over 80% of the proposed BRT route will directly serve a DAC and 100% of the route is within 0.5 miles of a DAC. This project encourages a mode shift by decreasing the share of low-income resident transportation costs while dramatically increasing the availability of high-quality transit in low-income areas. This will reduce GHG emissions from transportation related activities. Bus frequency will improve from 10-12 minutes to 5-8 minutes throughout the corridor and will operate 24 hours/day.

Describe the DAC Need Project Addresses?	This severely congested corridor serves a disproportionately high percentage of transit dependent and low-income populations compared to the rest of AC Transit's service area and the Bay Area at large. This BRT investment will result in improved access to important employment and educational centers, contribute to improved mobility and greater access to jobs and services, and spur TOD investment for these corridor residents. 81% of LCTOP funds will be allocated to a DAC and 100% of LCTOP funds will be spent within 0.5 mile of a DAC.
Total GGRF \$ Allocated to DAC	\$1,580,165

**Co-benefit**

Critical Air Pollution Reduction:	
VMT Reduction:	Reduced by 12,605,519/year
Ridership Increase	Increased by 4,630,634/year
Fuel Ues Reduction:	
Energy Use Reduction:	

## Low Carbon Transit Operations Program (LCTOP)

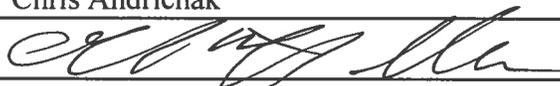
### PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

	<b>Regional Entity:</b> MTC
<b>Project Lead:</b> Alameda-Contra Costa Transit District	<b>County:</b> Alameda
<b>Project Title:</b> East Bay Bus Rapid Transit	

**Project Lead:** I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project lead shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation - Division of Rail and Mass Transportation.

**Name:** Chris Andrichak

**Signature:**



**Title:** Manager of Capital Planning & Grants

**Agency:** Alameda-Contra Costa Transit District

**Date:** 1/5/2016

**Amount:** \$1,948,597

**Contributing Sponsor(s):** \*If this project includes funding from more than one project sponsor, the project lead above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) contribution. Sign below or **attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional contributors.**

**Name:**

**Signature:**

**Title:**

**Agency:**

**Date:**

**Amount:**

## Low Carbon Transit Operations Program (LCTOP)

### PROJECT DESCRIPTION AND ALLOCATION REQUEST (FUNDING)

<i>LCTOP Allocation</i>	<b>15/16</b>	<b>16/17</b>	<b>17/18</b>
<b>Request Amount per PUC 99313:</b>	\$0	\$0	\$0
<b>Request Amount per PUC 99314:</b>	\$1,948,597	\$0	\$0
<b>Total Project Allocation Request:</b>	\$1,948,597	\$0	\$0
<b>Project Title:</b>	<u>East Bay Bus Rapid Transit</u>		
<b>Project Location/Address:</b>	<u>Cities of Oakland &amp; San Leandro</u>		

#### Table 1: Project Lead Information

		<b>Legislative District Numbers</b>	
Agency Name: <u>Alameda-Contra Costa Transit District</u>		Assembly: <u>9, 11,14,16,18,20</u>	
Contact Person: <u>Chris Andrichak</u>		Senate: <u>7, 9, 10</u>	
Contact Phone #: <u>510 891-4855</u>		Congressional: <u>11, 13</u>	
Email Address: <u><a href="mailto:candrichak@actransit.org">candrichak@actransit.org</a></u>		Amount: <u>1,948,597</u>	PUC Funds Type: <u>99314</u>
Address: <u>1600 Franklin St.</u>	\$		
<u>Oakland, CA 94612</u>	\$		

#### Table 2: Contributing Sponsor Information

Name: _____	Amount: _____	PUC Fund Type: _____
Contact: _____	\$ _____	
Contact Phone #: _____	\$ _____	
Email Address: _____		
Address: _____		

<i>Other Contributing Sponsors: (Attach sheet with contact information)</i>	Amount: _____	PUC Fund Type: _____
Name: _____	\$ _____	
Name: _____	\$ _____	
Name: _____	\$ _____	

**TOTAL \$1,948,597**

(\*Contributing project sponsors provide signed letters of verification as to amount and eligibility or sign cover page)

## Low Carbon Transit Operations Program (LCTOP)

### PROJECT DESCRIPTION AND ALLOCATION REQUEST (PROJECT)

**Table 3: Type of Project**

**See Attachment A for category of project** (example: Category 1A Implement new or expanded transit service (for new routes or expansion of existing routes)).

Operations Projects				Capital Projects			
	A1		Ai	X	B1		Bi
	A2		Aii		B2		Bii
	A3		Aiii		B3		Bii
	A4		Aiv		B4		
	A5						

**Table 4: Project Summary**

**a) Project Description** - Describe the project in your own words, using comprehensive overall project description regarding improvements to be made, increased level of service and performance goals.

AC Transit is seeking LCTOP funding to implement high level bus rapid transit (BRT) improvements along a 9.52-mile corridor connecting the cities of Oakland and San Leandro in the San Francisco Bay Area of California. The project would utilize low-emissions vehicles to increase service frequencies to 5 minutes in peak periods and 8 minutes in off-peak periods, expand transit capacity, and enhance bus reliability and speeds in a high demand, congested travel corridor with large ethnic minority and low income populations. This BRT will include dedicated bus lanes, signal priority and real time bus information, fare collection, and other passenger amenities. The East Bay BRT project is designed to:

- Improve transit service and better accommodate high existing bus ridership,
- Increase transit ridership by providing a viable and competitive transit alternative to the private automobile,
- Improve and maintain efficiency of transit service delivery, and
- Support local and regional planning goals to organize development along transit corridors and around transit stations.

The programmed LCTOP funds will be used for the major construction package (#3) and will directly fund the purchase and installation of 120 Transit Signal Priority units.

**b) Project Location** - Describe the location of the project. Also provide an 8 1/2" X 11" project site map that shows the transit service area and project location. Use link to CalEPA website for information, <http://www.calepa.ca.gov/EnvJustice/GHGInvest/default.htm>.

East Bay Bus Rapid Transit system includes dedicated bus lanes, bus signal priority and real time bus arrival information, bus fare collection system, stations, and other passenger amenities on 9.52 miles along Broadway and International Boulevard/E 14th Street in Oakland to E 14th Street in San Leandro. BRT route map and DAC map are attached.

**c) Project Life** - For capital projects, state the Useful Life of the Project. For operations project state the number of months service will operate.

Capital:                    20 years  
 Operations:

## Low Carbon Transit Operations Program (LCTOP)

### PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

**Table 5: Description of Major Benefits/Outcomes**

**a) Greenhouse Gas Reduction** - Describe how this project will reduce greenhouse gases and any assumptions or data that support this description. For example, "The expanded transit service will reduce VMT and greenhouse gas emissions by replacing auto trips with transit trips. Initial estimates indicate that the expansion could add 50 commuter bus riders per day to replace an average auto trip of 10 miles each way." If available, please provide the expected amount of VMT reductions and greenhouse gas reductions.

The East Bay BRT Project assists will reduce per-capita CO2 emissions from cars and light trucks though increased transit ridership and decreasing auto VMT by nearly 10% after implementation. The BRT service will decrease regional emissions because regional VMT will be reduced with project implementation; therefore, under NEPA, the project will result in a beneficial impact related to regional operational emissions.

Corridor VMT is projected to increase 17 percent from 2015 to 2035. Without the BRT project, general traffic CO2 emissions are forecast to decrease 10.7 percent between 2015 and 2035, compared to an 11.2 percent decrease with the BRT implementation. Over the same timeframe, transit vehicle CO2 emission factors are projected to decrease 8 percent. The combined improvement in emission rates and minor VMT growth for buses results in a 5 percent decrease in CO2 emissions for the BRT in 2035 compared to 2015. The implementation of the BRT results in a net decrease in corridor CO2 emissions of roughly 0.5 percent.

**b) Increased Mode Share** - Describe how this project will directly increase mode share.

The East Bay BRT project will increase mode share by:

- Improving transit schedule reliability and reduce transit travel times,
- Enhancing accessibility by public transit to jobs and corridor activity centers by expanding transit capacity and making transit more competitive with the automobile,
- Improving boarding and alighting of buses and make transit more convenient for passengers with disabilities or other mobility restrictions,
- Expanding travel options and reduce reliance on automobile travel along the increasingly congested roadways, thereby helping to improve the capacity and efficiency of the local transportation network, and
- Supporting transit-oriented residential and commercial development of the project corridor.

**c) Disadvantaged Communities (DAC) Project Criteria**

**See Attachment B** for DAC Criteria to Evaluate Projects (example: Category 1B Project provides transit incentives to residents with a physical address in a disadvantage community (e.g., vouchers, reduced fares, transit passes).

Low Carbon Transportation Projects

Transit Projects

	1A		2A	X	1A		1G		2E
	1B		2B		1B		1H		2F
	1C		2C		1C		2A		2G
	1D				1D		2B		2H
					1E		2C		2I
					1F		2D		

**d) Disadvantaged Communities (DAC) (if applicable\*)** - Describe how this project will directly benefit the DAC(s) within your service area in your own words. For agencies whose service area includes disadvantaged communities, at least 50 percent of the total moneys received shall be expended on projects that will benefit disadvantaged communities.

Over 80% of the proposed BRT route will directly serve a DAC and 100% of the route is within 0.5 miles of a DAC. This severely congested corridor serves a disproportionately high percentage of transit dependent and low-income populations compared to the rest of AC Transit's service area and the Bay Area at large. This BRT investment will result in improved access to important employment and educational centers, contribute to improved mobility and greater access to jobs and services, and spur TOD investment for these corridor residents. This project encourages a mode shift by decreasing the share of low-income resident transportation costs while dramatically increasing the availability of high-quality transit in low-income areas. Bus frequency will improve from 10-12 minutes to 5-8 minutes throughout the corridor and will operate 24 hours/day. Service reliability, convenience and safety will improve substantially as a result of this project. Over 20% of the households in the corridor are without private transportation. By improving access to important employment and educational centers in the East Bay, the BRT project would contribute to improved mobility and greater access to jobs and services for these corridor residents.

### Low Carbon Transit Operations Program (LCTOP)

#### PROJECT DESCRIPTION AND ALLOCATION REQUEST (BENEFITS/OUTCOMES)

**Table 5: Description of Major Benefits/Outcomes**

**e) Co-Benefits** - Check all additional Benefits/Outcomes.

<input checked="" type="checkbox"/> Improved Safety	<input type="checkbox"/> Coordination with Educational Institutions
<input checked="" type="checkbox"/> Improved Public Health	<input type="checkbox"/> College/University <input type="checkbox"/> Grades K-12
<input type="checkbox"/> Reduced Operating/Maintenance Cost	<input checked="" type="checkbox"/> Promotes Active Transportation (walking, biking)
<input checked="" type="checkbox"/> Increase System Reliability	<input checked="" type="checkbox"/> Promotes integration with other modes of transportation
<input type="checkbox"/> Other Benefits (describe below)	

**f) Co-Benefits** - Describe benefits indicated above in d) and any other benefits not listed.

**Table 6: Project Schedule**

Capital Projects	
Begin Construction Phase (Contract Award)	3/9/2016
End Construction Phase (Contract Acceptance)	3/31/2018
Begin Vehicle/Equipment Order (Contract Award)	3/9/2016
End Vehicle/Equipment Order (Contract Acceptance)	3/31/2018
Begin Closeout Phase	4/1/2018
End Closeout Phase	4/30/2018

<b>Operations Projects</b>	
Begin expanded/enhanced transit services	
End expanded/enhanced transit services	
Begin Closeout Phase	
End Closeout Phase	

**START DATE FOR LCTOP FUNDED PHASES MAY NOT PROCEED PROJECT APPROVAL LETTER.**

*Pre-construction costs (e.g design, environmental and right-a-way) are not eligible to be funded by LCTOP funds, they must be funded by other sources.*

**Low Carbon Transit Operations Program (LCTOP)**

**PROJECT DESCRIPTION AND ALLOCATION REQUEST (OPERATIONS DESCRIPTION)**

**Table 7: Operations Project Description**

a) Describe the operating plan for this system.

b) Describe the fare structure for this system.

c) Describe the assumptions and process that were used to develop the ridership projections shown in the request.

d) Describe the assumptions and process for how the operating cost projections were developed.



## Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

The following Funding Plan has been reviewed and approved by the undersigned. It includes a complete list of funds for this project and is the total cost of the project, including LCTOP funds.

Person preparing this form (please type or print) Chris Andrichak	Phone: 510.891.4855	Date: 01/22/2016
Approval Authority: Sign and date 1/26/16	Typed name and phone number: Chris Andrichak 510.891.4855	

Shaded fields are automatically calculated. Please do not fill these fields.

Proposed Total Project Cost								Project
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	7,890,956	0	0	0	0	0	0	7,890,956
PS&E	5,520,000	19,685,516	1,533,315	2,342,730	0	0	0	29,081,561
R/W	0	0	0	0	0	0	0	0
CON	3,054,629	0	0	5,621,646	108,157,852	24,179,531	0	141,013,658
Veh/Equip Purchase	0	0	0	0	0	0	0	0
Operations/Other	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>16,465,585</b>	<b>19,685,516</b>	<b>1,533,315</b>	<b>7,964,376</b>	<b>108,157,852</b>	<b>24,179,531</b>	<b>0</b>	<b>177,986,175</b>

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED								0
PS&E								0
R/W								0
CON						1,948,597		1,948,597
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,948,597</b>	<b>0</b>	<b>1,948,597</b>

Funding Source: CMAQ								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED								0
PS&E								0
R/W								0
CON				2,215,405	1,057,353	9,063,023		12,335,781
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,215,405</b>	<b>1,057,353</b>	<b>9,063,023</b>	<b>0</b>	<b>12,335,781</b>

Funding Source: FTA Small Starts								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	1,380,000							1,380,000
PS&E	5,520,000	16,150,000						21,670,000
R/W								0
CON					51,950,000			51,950,000
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>6,900,000</b>	<b>16,150,000</b>	<b>0</b>	<b>0</b>	<b>51,950,000</b>	<b>0</b>	<b>0</b>	<b>75,000,000</b>

Funding Source: Alameda County Measure B & Measure BB								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	3,213,407							3,213,407
PS&E		3,204,104	1,343,657	1,447,015				5,994,776
R/W								0
CON						13,167,911		13,167,911
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>3,213,407</b>	<b>3,204,104</b>	<b>1,343,657</b>	<b>1,447,015</b>	<b>0</b>	<b>13,167,911</b>	<b>0</b>	<b>22,376,094</b>

## Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

<b>Funding Source:</b> AC Transit District Funds								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	281,382							281,382
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>281,382</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>281,382</b>

<b>Funding Source:</b> Regional Measure 2								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	1,466,426							1,466,426
PS&E		331,412	189,658					521,070
R/W								0
CON					54,225,499			54,225,499
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>1,466,426</b>	<b>331,412</b>	<b>189,658</b>	<b>0</b>	<b>54,225,499</b>	<b>0</b>	<b>0</b>	<b>56,212,995</b>

<b>Funding Source:</b> State Transportation Improvement Fund								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED	1,549,741							1,549,741
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>1,549,741</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,549,741</b>

<b>Funding Source:</b> Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISE)								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED								0
PS&E				895,715				895,715
R/W								0
CON				3,406,241				3,406,241
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,301,956</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,301,956</b>

<b>Funding Source:</b> Transportation Fund for Clean Air								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED								0
PS&E								0
R/W								0
CON					925,000			925,000
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>925,000</b>	<b>0</b>	<b>0</b>	<b>925,000</b>

<b>Funding Source:</b> FTA 5309 Bus								
Component	Prior	FY 12	FY 13	FY 14	FY 15	FY 16	FY 17	Total
PA&ED								0
PS&E								0
R/W								0
CON	3,054,629							3,054,629
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>3,054,629</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,054,629</b>



**California Air Resources Board (ARB)  
Greenhouse Gas Emission Reduction Calculator for the  
California Department of Transportation (Caltrans)  
Low Carbon Transit Operations Program (LCTOP)  
Greenhouse Gas Reduction Fund  
Fiscal Year 2015-16**

\*\*Updated Emission factors on December 18, 2015.

The California Air Resources Board (ARB) is responsible for providing the quantification methodology to estimate greenhouse gas (GHG) emission reductions from projects receiving monies from the Greenhouse Gas Reduction Fund (GGRF).

This GHG emission reduction calculator accompanies the quantification methodology for the fiscal year (FY) 2015-16 GGRF Low Carbon Transit and Operations Program (LCTOP) available at: <http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/finaltctopgm.pdf>

Applicants must use this calculator to estimate the GHG reductions associated with the LCTOP projects. Refer to the quantification methodology document for background, step by step detailed instructions and examples. To use this calculator, follow these steps:

- Step 1** Identify the LCTOP proposed project type(s): The applicant must select at least one eligible project type from Tables 1 or 2 and may select additional project types from Tables 3 or 4.
- Step 2** Determine the inputs needed: The applicant will use Tables 5 and 6 to determine the required project details needed for input into this calculator tool for the applicable project type selected in Step 1.
- Step 3** Estimate GHG emission reductions: The applicant will enter the project details identified in Step 2 into this calculator tool to calculate the GHG emission reductions of the proposed project.

**Read Me Tab (this page):**

Enter the Project Name, Project ID and the contact information for person who can answer project specific questions from staff reviewers on the quantification calculations. The Project ID is assigned by Caltrans. This file will be submitted with other documentation requirements. Please use the following file naming convention: "[Project ID]\_[Project Name]" not to exceed 20 characters. For example, if the application ID is "1-1C\_001", the project name is "Transit BRT," and the file is the input file, the file name may be "1-1C\_001Transit BRT." Project names may be abbreviated.

<b>Project Name:</b>	East Bay Bus Rapid Transit
<b>Project ID:</b>	042009C_BRT
<b>Contact Name:</b>	Chris Andrichak
<b>Contact Phone Number:</b>	510.891.4855
<b>Contact Email:</b>	candrichak@actransit.org
<b>Date Completed:</b>	1/21/2016

**Inputs Tab:**

Headers in red indicate input needed by the project applicant. For each row, applicants must work from left to right and enter all relevant data. Some cells may not be applicable to the project. These cells will turn black and be locked based on inputs. Applicants should use as many rows as necessary to characterize all relevant features of the proposed project. Definitions are provided in the definitions tab, including how to determine Year 1, Year F, and adjustment factors. Inputs must be substantiated in the documentation provided to ARB; see Section C. Documentation of the quantification methodology.

Submit documentation: Save file for submittal. See Section C. Documentation of the quantification methodology for additional documentation requirements.

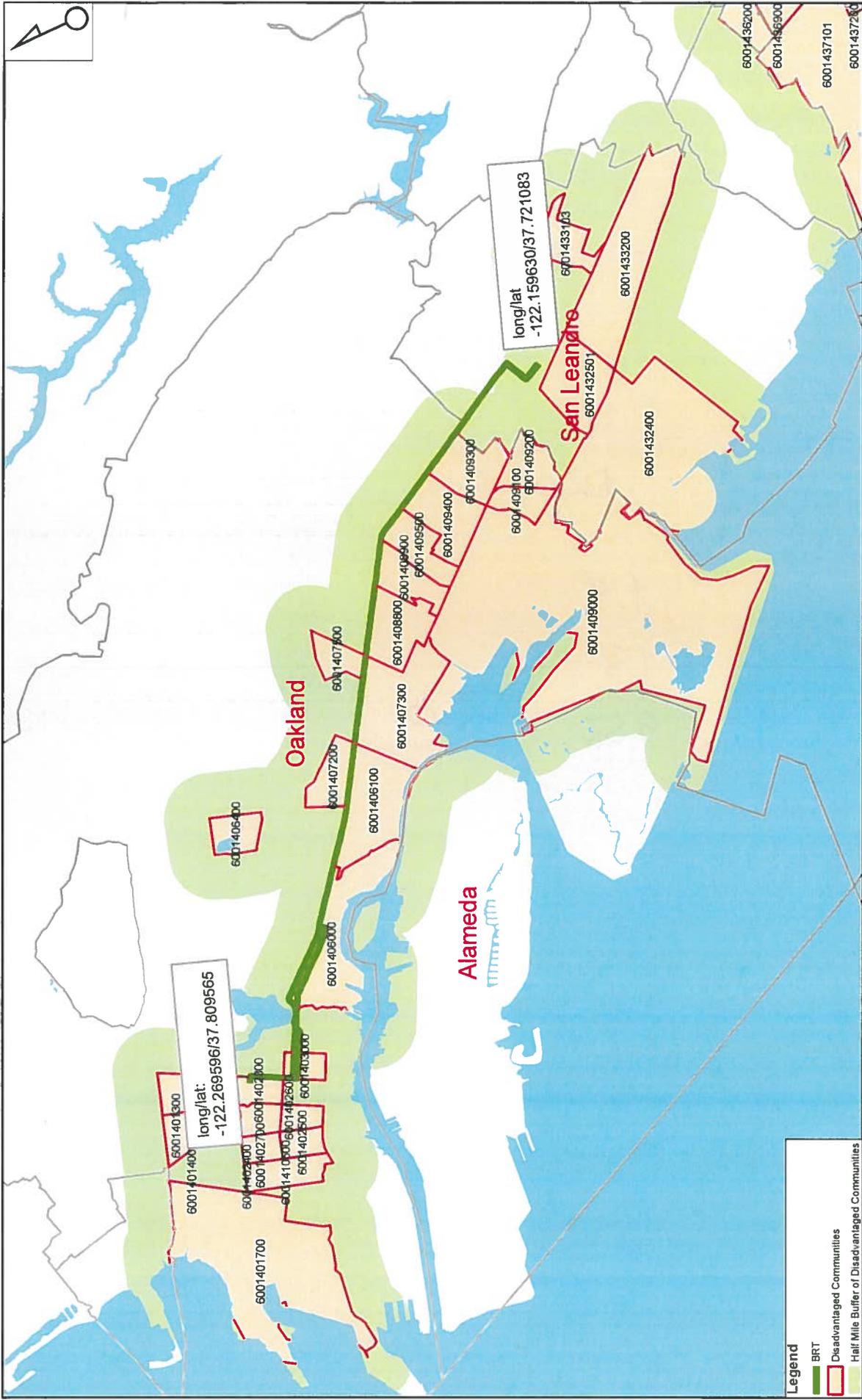
For more information on ARB's efforts to support implementation of GGRF investments, see: [www.arb.ca.gov/auctionproceeds](http://www.arb.ca.gov/auctionproceeds)  
Questions on this document should be forwarded to [GGRFProgram@arb.ca.gov](mailto:GGRFProgram@arb.ca.gov)  
Questions on the LCTOP program should be forwarded to [LCTOPcomments@dot.ca.gov](mailto:LCTOPcomments@dot.ca.gov)





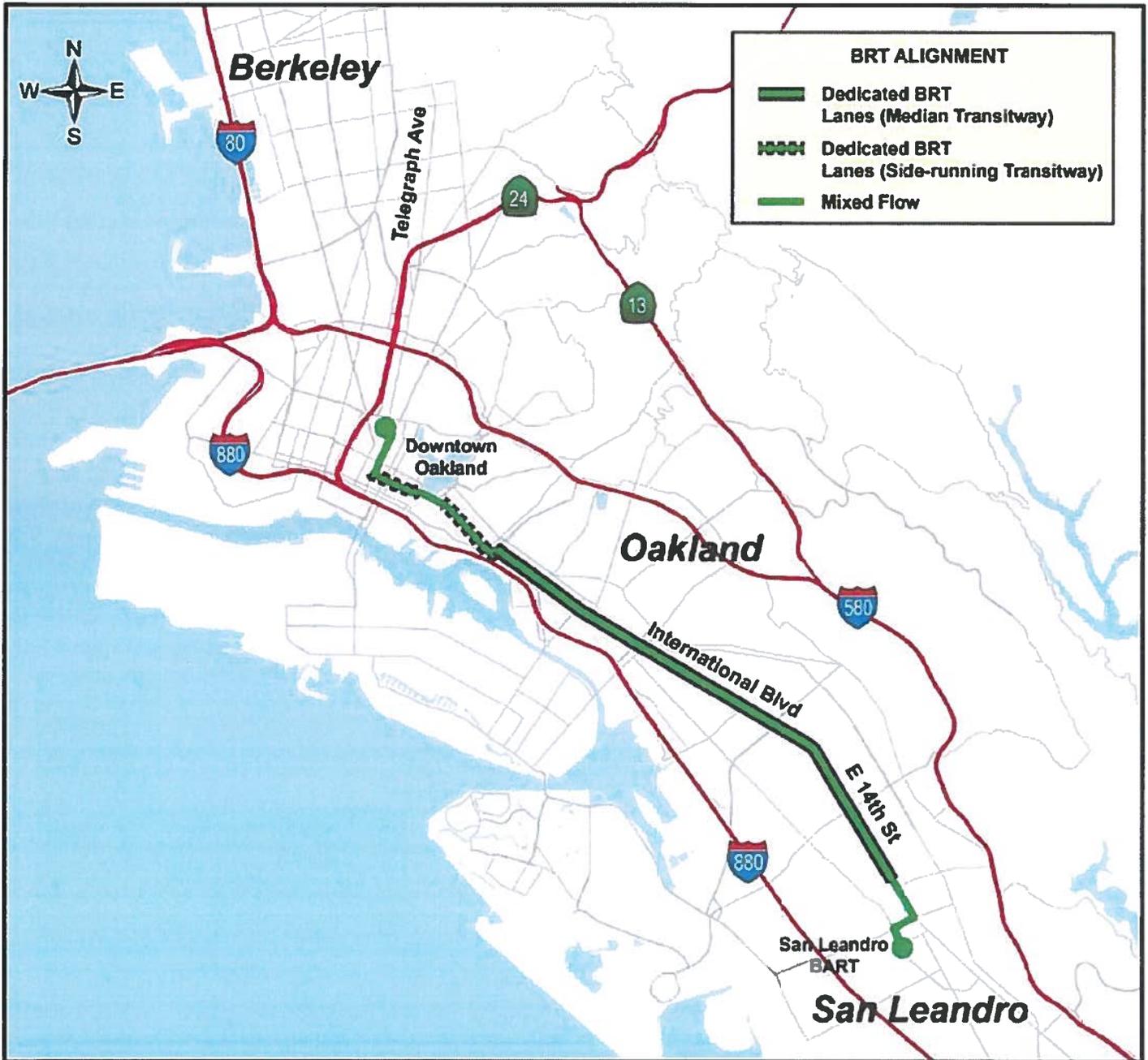
Inputs		Description
Project Details	Eligible Project Type	Eligible projects fall into two Eligible Project types: "New/Expanded Service" and "Expanded Transit Facilities or Service Enhancements". See quantification methodology to select an eligible project and determine which project type to select.
	Transit Type	Select the transit type (e.g. bus (local bus), train, multi-modal facility) that the project will service. Select Train for expanded train station or Bus (local bus) for new bus stops.
	County	Select the county where the majority of the service occurs
	Year 1 (Yr1) Year F (YrF)	Select the first year of service, or year that facility construction will be completed. Select the final year that the service is funded or of the facility useful life.
Displaced Auto Details	Yr1 Annual Ridership	The estimated annual ridership in Yr1
	YrF Annual Ridership	The estimated annual ridership in YrF
	Adjustment (A)*	Adjustment factor to account for transit dependency Use: documented project specific data or system average developed from a recent, statistically valid survey or default Default: 0.5 for local bus service or 0.83 for long distance commuter service
	Length (L)*	Length (miles) of average auto trip reduced Use: value based on specific project or system average reported to the National Transit Database (consult Caltrans for assistance)
	Adjustment (AA)*	Adjustment factor to account for auto trips used to access transit service Use: value based on project specific data or system average developed from a recent, statistically valid survey or default Default: 0.1 for local bus service or 0.8 for long distance commuter service
	Length (LL)* Annual Average VMT Displaced	Length (miles) of average trip for auto access to transit Use: value based on specific project data or default Default: 2 miles for local bus or 5 miles for long distance commuter service The estimated annual average auto VMT displaced by the project
New/Expanded Vehicle Details	Fuel Type	Select the fuel type of the vehicle proposed for service (e.g. Electric/BEV or PHEV)
	Engine MY Annual VMT or Units of Fuel	Select the engine model year of the new/expanded vehicle proposed for service Enter the annual vehicle miles traveled or units of fuel (e.g. gallons of diesel) of the proposed service. Units of fuel needed is only applicable for ferry service.
	Useful life	Input 10 years for advance technologies (i.e., electric, hydrogen fuel cell buses); for others, use Federal Transit Administration guidance available here <a href="http://www.fta.dot.gov/documents/C_5010_1D_Finalpub.pdf">www.fta.dot.gov/documents/C_5010_1D_Finalpub.pdf</a> . Documentation of useful life is required to be included with the application.
Old Service Vehicle or Displaced Fuel Details	Additional Project	Additional projects fall into two Additional Project types: "Vehicle Improvements" and "Fuel Savings". See quantification methodology to select an eligible project and determine which project type to select.
	Fuel Type	Select the fuel type of the old vehicle proposed for improvement, or of the "Fuel Savings" project (e.g. Diesel)
	Engine MY Annual VMT or Units of Fuel	Select the engine model year of the old vehicle proposed for improvement Enter the annual VMT of the old service vehicle being replaced by a new vehicle (e.g., 1,000 miles) or for ferry service enter units of fuel (gallons of diesel) of the proposed service. For Fuel Savings projects enter the units of fuel displaced (e.g., 12,000 gallons of diesel).
Net GHG Benefits	Total GHG Emission Reductions (MTCO <sub>2</sub> e) FY 2015-16 LCTOP	The estimated net GHG benefits from the proposed project.
	Funds Requested (\$) Total LCTOP Funds Requested (\$) Total GGRF Funds Requested (\$)	Funds requested per State Controller's Office Eligible list for FY 2015-16 Includes all LCTOP allocations the applicant intends to utilize (up to three FY allocations including FY 2015-16) for the proposed project. Use the State Controller's Office Eligible list for FY 2015-16 allocation funding amount to estimate the subsequent funding allocations. Includes the Total LCTOP fund requested and any other GGRF Program monies

# Disadvantaged Communities and BRT



Created by: AC Transit, 2016/01/25

Alameda-Contra Costa Transit District  
East Bay BRT Project – Oakland and San Leandro, CA  
Vicinity Map





### Authorized Agent

AS THE General Manager  
(Chief Executive Officer / Director / President / Secretary)

OF THE Alameda-Contra Costa Transit District  
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. This form is valid for Fiscal Year 2015-2016 funds. If there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

James D. Pachan, Interim Chief Financial Officer OR  
(Name and Title of Authorized Agent)

Chris Andrichak, Manager of Capital Planning and Grants OR  
(Name and Title of Authorized Agent)

\_\_\_\_\_  
(Name and Title of Authorized Agent)

Michael Hursh General Manager  
(Print Name) (Title)

  
\_\_\_\_\_  
(Signature)

Approved this 25<sup>th</sup> day of January, 2016



## Low Carbon Transit Operations Program (LCTOP)

### Certifications and Assurances

**Project Sponsor:** Alameda-Contra Costa Transit District

**Agency Name:** Alameda-Contra Costa Transit District

**Effective Date of this Document:** October 28, 2015

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project sponsors (both Project Lead and Contributing Sponsors) must comply with these terms and conditions.

#### A. General

- (1) The project sponsor agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

#### B. Project Administration

- (1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
- (3) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (4) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (5) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (6) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.

- (7) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (8) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.
- (9) Funds must be encumbered and liquidated within the time allowed.

### **C. Reporting**

- (1) The project lead must submit the following LCTOP reports:
  - a. Semi-Annual Progress Reports by February 15<sup>th</sup> and August 15<sup>th</sup> each year.
  - b. A Final Report within six months of project completion.
  - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
- (2) Other Reporting Requirements: ARAB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARAB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

### **D. Cost Principles**

- (1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
  - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and
  - b. those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49

CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

- (3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

#### **E. Record Retention**

- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
- (3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other



agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

**F. Special Situations**

The Department may perform an audit and/or request detailed project information of the project sponsor's LCTOP funded projects at the Department's discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

A handwritten signature in blue ink, appearing to read 'Michael A. Hursh', written over a horizontal line.

Michael A. Hursh, General Manager  
Alameda-Contra Costa Transit District



**ATTACHMENT I**

**ALAMEDA-CONTRA COSTA TRANSIT DISTRICT  
RESOLUTION NO. 15-043**

**A RESOLUTION AUTHORIZING THE GENERAL MANAGER OR HIS DESIGNEE TO FILE AND  
EXECUTE APPLICATIONS, FUNDING AGREEMENTS AND CERTIFICATIONS AND ASSURANCES,  
WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE LOW CARBON TRANSIT  
OPERATIONS PROGRAM**

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**WHEREAS**, the Alameda-Contra Costa Transit District (District) is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

**WHEREAS**, the District will apply for Fiscal Year 2015-16 LCTOP funds in an amount up to \$2,425,187 for the East Bay Bus Rapid Transit; and

**WHEREAS**, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

**WHEREAS**, Senate Bill 862 (2014) named the Department of Transportation (Department) as the administrative agency for the LCTOP; and

**WHEREAS**, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

**WHEREAS**, Caltrans requires LCTOP project sponsors to complete and submit a Governing Body Resolution for the purposes of identifying agent(s) authorized to act on behalf of the District to execute actions necessary to obtain LCTOP funds and ensure continued compliance with LCTOP assurances, and state and federal laws; and

**WHEREAS**, the District wishes to delegate authorization to execute these documents and any amendments to the General Manager.

**NOW THEREFORE**, the Board of Directors of the Alameda-Contra Costa Transit District does resolve as follows:

**Section 1.** The fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

**Section 2.** Michael A. Hursh, General Manager, or his designee, be authorized to execute all required documents of the LCTOP program and any amendments thereto with the California Department of Transportation.

**Section 3.** This resolution shall become effective immediately upon its passage by four affirmative votes of the Board of Directors.

**PASSED AND ADOPTED** this 28th day of October, 2015.

  
H. E. Christian Peeples, President

**Attest:**

  
Linda A. Nemeroff, District Secretary

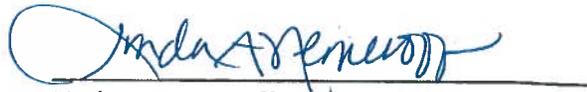
I, Linda A. Nemeroff, District Secretary for the Alameda-Contra Costa Transit District, do hereby certify that the foregoing Resolution was passed and adopted at a regular meeting of the Board of Directors held on the 28<sup>th</sup> day of October, 2015 by the following roll call vote:

**AYES:** VICE PRESIDENT ORTIZ, DIRECTORS DAVIS, WALLACE, HARPER, WILLIAMS, YOUNG, PRESIDENT PEEPLES

**NOES:** NONE

**ABSENT:** NONE

**ABSTAIN:** NONE

  
Linda A. Nemeroff, District Secretary

**Approved as to Form and Content:**

  
Denise C. Standridge, General Counsel