

Low Carbon Transit Operations Program (LCTOP)
PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

Lead Agency:	City of Fairfield	
Project Name:	Local Bus Fleet Replacement	
Project Type: <i>See Attachment A</i>	Ai: Purchase, operate and maintain zero-emission or hybrid vehicles and equipment	
Description of Project (Short):	For FY 2015-2016 the City of Fairfield plans to utilize LCTOP funds towards the purchase of seven new diesel-electric hybrid vehicles. The FY 2015-2016 LCTOP funds will be rolled over this fiscal year.	
Project Location:	City of Fairfield and City of Suisun City	
Project Start Date (anticipated):		Mar-17
Project End Date (anticipated):		Sep-20

Funding Information:

Funding Year:	2015-2016	
Requested Amount of PUC 99313:	\$144,227	
Requested Amount of PUC 99314:	\$24,054	
Total LCTOP Funding:	\$168,281	
Total Project Cost:	\$5,082,000	

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

Estimated GHG Reduction:	3,235.01	
Project Life:	12 years useful life for vehicle that will offer 12 months of service each year.	
Estimated Total GHG Reduction:	38820.12	

Disadvantaged Communities (DAC) Benefits:

Does your service area have a DAC?	No	
Does the Project Benefit a DAC?	No	
Identify the DAC Census Tracts?	Not Applicable	
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	Not Applicable	
Qualitative Description of DAC Benefit?	Not Applicable	
Describe the DAC Need Project Addresses?	Not Applicable	
Total GGRF \$ Allocated to DAC		

Co-benefit

Critical Air Pollution Reduction:		
VMT Reduction:		11710.65
Ridership Increase		20,660
Fuel Use Reduction:		25428
Energy Use Reduction:		0.0192

Low Carbon Transit Operations Program (LCTOP)
PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Regional Entity: Metropolitan Transportation Commission	
Project Lead: City of Fairfield	County: Solano
Project Title: Local Bus Fleet Replacement	

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: Nathaniel Atherstone
Signature:
Title: Transportation Manager
Agency: City of Fairfield
Date: _____ **Amount:** \$168,281

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>	15/16	16/17	17/18
Request Amount per PUC 99313:		\$144,227	\$0	\$0
Request Amount per PUC 99314:		\$24,054	\$0	\$0
Total Project Allocation Request:		\$168,281	\$0	\$0
Project Title:	Local Bus Fleet Replacement			
Project Location/Address:	City of Fairfield			

Table 1: Project Lead Information

Agency Name: City of Fairfield
 Contact Person: Shaun Vigil
 Contact Phone #: 707-434-3807
 Email Address: svigil@fairfield.ca.gov
 Address: 2000 Cadenasso Dr
Fairfield, CA 94533

Legislative District Numbers

Assembly:	<u>11th</u>
Senate:	<u>3rd</u>
Congressional:	<u>3rd</u>
Amount:	PUC Funds Type:
\$ <u>24,054</u>	<u>99314</u>
\$ _____	_____

Table 2: Contributing Sponsor Information

Name: Metropolitan Transportation Commission
 Contact: Melanie Choy
 Contact Phone #: 510-817-5607
 Email Address: mchoy@mtc.ca.gov
 Address: 101 Eighth St, Oakland, CA 94607

Amount :	PUC Fund Type:
\$ <u>144,227</u>	<u>93313</u>
\$ _____	_____

Other Contributing Sponsors: (Attach sheet with contact information)

Name: _____	Amount:	PUC Fund Type:
Name: _____	\$ _____	_____
Name: _____	\$ _____	_____
Name: _____	\$ _____	_____

TOTAL \$168,281

(*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).

<u>Operations Projects</u>			<u>Capital Projects</u>				
<input type="checkbox"/>	A1	<input checked="" type="checkbox"/>	Ai	<input type="checkbox"/>	B1	<input type="checkbox"/>	Bi
<input type="checkbox"/>	A2	<input type="checkbox"/>	Aii	<input type="checkbox"/>	B2	<input type="checkbox"/>	Bii
<input type="checkbox"/>	A3	<input type="checkbox"/>	Aiii	<input type="checkbox"/>	B3	<input type="checkbox"/>	Bii
<input type="checkbox"/>	A4	<input type="checkbox"/>	Aiv	<input type="checkbox"/>	B4	<input type="checkbox"/>	
<input type="checkbox"/>	A5	<input type="checkbox"/>					

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.

The City of Fairfield will utilize its population and revenue based FY 2015-2016 LCTOP funds towards the purchase of seven new diesel-electric hybrid buses. The new buses will be diesel-electric hybrid models that will replace seven 2002 diesel Gillig buses currently in use for local transit service. FY 2015-2016 LCTOP funds will be rolled over this cycle and applied towards hybrid bus purchases by FY 2018-2019. The estimated cost of each new diesel-electric hybrid bus is \$726,000 (project total for purchase of seven buses=\$5,082,000).

The seven new diesel-electric hybrid buses will help provide new, expanded local transit service to the new intermodal Fairfield-Vacaville Train Station scheduled to open in Spring 2017. This new, expanded transit service will serve a new area of Fairfield and will provide transit service opportunities to an additional 3,000-5,000 residents within a half mile of the new route.

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>.

The project location will be within the cities of Fairfield and Suisun. The new local buses will provide service in the existing local transit system service area as well as provide new service to the new intermodal Vacaville-Fairfield Train Station.

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:

Operations: 12 years useful life for vehicle that will offer 12 months of service each year.

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 replacement of seven existing 2002 diesel-powered buses with diesel-electric hybrid buses will reduce greenhouse gases through reduced fuel consumption and related greenhouse gas emissions. The City of Fairfield estimates new diesel-electric hybrid buses have the potential to reduce fuel consumption and associated greenhouse gas emission by 45% compared to the 2002 diesel-powered Gillig buses currently in use. Estimated GHG reduction is 3,235.01 per year for a total GHG reduction of 38,820.12.

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

Expanding service in Fairfield and Suisun City will add a new transit line within a half mile of areas in northeast Fairfield where transit service has not previously been available. The new transit service will also connect to the new intermodal Vacaville-Fairfield Train Station that will have Capitol Corridor Amtrak service to Sacramento and the Bay Area. By providing direct bus service to the new train station that has rail connections to two major commuter corridors, this expanded service will provide riders with greater incentive to use public transportation to reach Sacramento and the Bay Area instead of driving. Initial estimates indicate this expansion will add approximately 80 commuter bus riders per day, which will replace an average automobile round trip of 10 miles.

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).

<u>Low Carbon Transportation Projects</u>				<u>Transit Projects</u>			
<input type="checkbox"/>	1A	<input type="checkbox"/>	2A	<input type="checkbox"/>	1A	<input type="checkbox"/>	2E
<input type="checkbox"/>	1B	<input type="checkbox"/>	2B	<input type="checkbox"/>	1B	<input type="checkbox"/>	2F

	1C		2C
	1D		

	1C		2A		2G
	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.

Not Applicable. There are no designated Disadvantaged Communities in the local FAST service area, which includes the cities of Fairfield and Suisun.

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 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 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.

Improved Public Health: The acquisition of seven new diesel-electric hybrid buses will improve Public Health by reducing fuel consumption and greenhouse gas emissions by up to 45% compared to the fleet of 2002 diesel-powered Gillig buses currently being used.

Increase System Reliability: Replacing seven buses that are currently 14-years old with new diesel-electric hybrid buses helps increase system reliability as new buses are less-prone to mechanical/maintenance issues than older vehicles.

Promotes integration with other modes of transportation: The new expanded local transit service will serve the new intermodal Vacaville-Fairfield Train Station that will allow passengers to transfer to Amtrak's Capitol Corridor trains that serve the Sacramento and Bay Area regions.

Table 6: Project Schedule

Capital Projects	
Begin Construction Phase (Contract Award)	
End Construction Phase (Contract Acceptance)	
Begin Vehicle/Equipment Order (Contract Award)	Mar-17
End Vehicle/Equipment Order (Contract Acceptance)	Mar-19
Begin Closeout Phase	Jun-20
End Closeout Phase	Sep-20
Operations Projects	
Begin expanded/enhanced transit services	Mar-17
End expanded/enhanced transit services (FAST considers this a permanent service expansion)	N/A
Begin Closeout Phase	Jun-20
End Closeout Phase	Sep-20
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.

The project will purchase 7 diesel-electric hybrid buses estimated to cost \$5,082,000. The match will be FTA Section 5339, FTA discretionary, and TDA funds.

b) Describe the fare structure for this system.

The current fare structure for local FAST service is Adults: \$1.75 (ages 19-64), Youth: \$1.50 (ages 6-18), and Senior/Medicare/Disabled: \$.85 (ages 65+).

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

The proposed new expanded transit route will serve the new intermodal Vacaville-Fairfield Train Station that will open in Spring 2017. Ridership projections were calculated based upon a previous analysis' projected daily boardings that estimated the new intermodal Vacaville-Fairfield Train Station will provide up to an additional 400 riders each weekday. Based on these rider projections, FAST estimates the new train station will serve 80 additional transit riders each weekday. It is estimated 10 additional passengers per Saturday will use the new route to the train station. With this new expanded service being provided for an estimated 255 weekdays and 52 Saturdays, FAST expects an additional 20,660 riders annually.

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

Not Applicable



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): Shaun Vigil	Phone: 707-434-3807	Date: 1/27/2016
Approval Authority: Sign and date	Typed name and phone number: Nathaniel Atherstone, 707-434-3800	

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

Proposed Total Project Cost								Project
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY 19/20	FY _____	FY _____	Total
PA&ED	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	168,281	2,210,921	1,096,015	1,606,783	0	0	5,082,000
Operations/Other	0	0	0	0	0	0	0	0
TOTAL	0	168,281	2,210,921	1,096,015	1,606,783	0	0	5,082,000

Low Carbon Transit Operations Program (LCTOP)								Total
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY 19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase	0	168,281	168,281	168,281				504,843
Operations/Other								0
TOTAL	0	168,281	168,281	168,281	0	0	0	504,843

Funding Source: FTA 5339								Total
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY 19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase			1,026,640		1,606,783			2,633,423
Operations/Other								0
TOTAL	0	0	1,026,640	0	1,606,783	0	0	2,633,423

Funding Source: FTA Discretionary								Total
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY 19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase				927,734				927,734
Operations/Other								0
TOTAL	0	0	0	927,734	0	0	0	927,734

Funding Source: TDA								Total
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY 19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase			1,016,000					1,016,000
Operations/Other								0
TOTAL	0	0	1,016,000	0	0	0	0	1,016,000



Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

Funding Source:								
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

Funding Source:								
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

Funding Source:								
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

Funding Source:								
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

Funding Source:								
Component	Prior	FY 15/16	FY 16/17	FY 18/19	FY19/20	FY _____	FY _____	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

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

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

OF THE City of Fairfield
(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. I understand that 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.

George Hicks, Director of Public Works OR
(Name and Title of Authorized Agent)

Nathaniel Atherstone, Transportation Manager OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent)

David White
(Print Name)

City Manager
(Title)

SIGNATURE PENDING BOARD RESOLUTION APPROVAL ON 2/16/2016

(Signature)

Approved this _____ day of _____, 20____

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: Metropolitan Transportation Commission

Agency Name: City of Fairfield

Effective Date of this Document: _____

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 lead must comply with these terms and conditions.

A. General

- (1) The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project lead 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 a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
- (3) 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.
- (4) 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.
- (5) 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.
- (6) 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.
- (7) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.
- (8) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (9) 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.

- (10) 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 May 15th and November 15th 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: ARB 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 ARB'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 allow ability 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), and enable the determination of incurred costs at interim points of completion. 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 after the “Project Closeout” report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), 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.

BY: SIGNATURE PENDING BOARD RESOLUTION APPROVAL ON 2/16/2016

AUTHORIZING OFFICER, Title
Unit/Department/Agency



Agenda Item No. _____

Agenda Report

DATE: February 16, 2016

TO: The Mayor and City Council

FROM: David A. White, City Manager _____
George R. Hicks, Director of Public Works _____

SUBJECT: Resolutions of the City Council Authorizing Acceptance of FY 2015-2016 LCTOP Grant Allocations from the Greenhouse Gas Reduction Fund (GGRF) for Local Bus Fleet Replacement and Authorization for the Execution of the Certifications and Assurances and Authorized Agent forms for the Low Carbon Transit Operations Program (LCTOP)

RECOMMENDED ACTION

Adopt resolution.

STATEMENT OF ISSUE

The first of two resolutions authorizes for the execution of the Low Carbon Transit Operations Program (LCTOP) Local Bus Fleet Replacement Project. The second resolution authorizes execution of the Certifications and Assurances and Authorized Agent forms for LCTOP.

DISCUSSION

The Low Carbon Transit Operations Program is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862 (SB 862). The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility.

DATE: February 16, 2016
SUBJECT: Resolutions of the City Council Authorizing Acceptance of FY 2015-2016 LCTOP Grant Allocations from the Greenhouse Gas Reduction Fund (GGRF) for Local Bus Fleet Replacement and Authorization for the Execution of the Certifications and Assurances and Authorized Agent forms for the Low Carbon Transit Operations Program (LCTOP)

Senate Bill 852 appropriated \$25 million for LCTOP from the 2014-2015 State of California budget and Senate Bill 862 continuously appropriates 5% of annual auction proceeds in the Greenhouse Gas Reduction Fund (GGRF) for LCTOP beginning in 2015-2016. Through LCTOP, the City of Fairfield is allocated up to \$168,281 in FY 2015-2016. The LCTOP is administered by the California Department of Transportation (Caltrans) in coordination with the Air Resources Board (ARB) and State Controller's Office (SCO).

The City of Fairfield plans to purchase seven diesel-electric hybrid buses for local transit service beginning in FY 2016-2017 to replace its current diesel buses. FY 2015-2016 LCTOP funds will not be expended this fiscal year and will be held and rolled over for use in FY 2016-2017. The purchase of new diesel-electric hybrids will allow the City of Fairfield to replace its aging local bus fleet with more fuel efficient and cleaner running buses. Replacing aging diesel buses with new diesel-electric hybrid models will help reduce greenhouse gas emissions through reduced fuel consumption and cleaner emissions.

FINANCIAL IMPACT

FAST anticipates receiving \$168,281 in programmed LCTOP funding for local bus fleet replacement. This funding requires no local match and will offset programmed Local Transportation Funding to apply towards FAST capital projects.

All operating and capital expenses for Fairfield and Suisun Transit (FAST) are supported with state and federal transportation grant funds. No financial resources from the City's General Fund are used for FAST expenses.

PUBLIC CONTACT/ADVISORY BODY RECOMMENDATION

N/A

ALTERNATIVE ACTION

The City could choose against claiming the \$168,281 in LCTOP funding for acquisition of local buses. Unclaimed LCTOP funding will be reallocated by the Solano Transportation Authority (STA) and the Metropolitan Transportation Commission (MTC) to the region.

DATE: February 16, 2016
SUBJECT: Resolutions of the City Council Authorizing Acceptance of FY 2015-2016 LCTOP Grant Allocations from the Greenhouse Gas Reduction Fund (GGRF) for Local Bus Fleet Replacement and Authorization for the Execution of the Certifications and Assurances and Authorized Agent forms for the Low Carbon Transit Operations Program (LCTOP)

DOCUMENTS ATTACHED:

Attachment 1: Proposed Resolution Authorizing Acceptance of FY 2015-2016 LCTOP Grant Allocations from the Greenhouse Gas Reduction fund (GGRF) for Local Bus Fleet Replacement in the amount of \$168,281.

Attachment 2: Proposed Resolution Authorizing for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program.

STAFF CONTACT

Shaun Vigil, Transportation Planner
707.434.3807
svigil@fairfield.ca.gov

Coordinated with: N/A

CITY OF FAIRFIELD

RESOLUTION NO. 2016 –

RESOLUTION OF THE CITY COUNCIL AUTHORIZING ACCEPTANCE OF FY 2015-2016 LCTOP GRANT ALLOCATIONS FROM THE GREENHOUSE GAS REDUCTION FUND (GGRF) FOR LOCAL BUS FLEET REPLACEMENT IN THE AMOUNT OF \$168,281.

WHEREAS, the Low Carbon Transit Operations Program (LCTOP) being one of the programs established in the Transit, Affordable Housing, and Sustainable Communities Program established by Senate Bill 862 in 2014 will draw funds from the Green House Gas Reduction Fund for operational and capital improvements.

WHEREAS, the City of Fairfield is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP).

WHEREAS, the City of Fairfield was allocated a total of \$168,281 in LCTOP funds for FY 2015- 2016 for transit operating and capital projects and will hold these funds for up to three years; and

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

WHEREAS, the City of Fairfield wished to implement the Local Bus Fleet Replacement project listed above,

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FAIRFIELD HEREBY RESOLVES:

Section 1. The City of Fairfield that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations, and guidelines for LCTOP funded transit projects.

Section 2. The City of Fairfield hereby authorizes the submittal of the following project nomination and allocation request to the Department in FY2015-2016 LCTOP funds:

Project Name: Local Bus Fleet Replacement

Amount of LCTOP funds requested: \$168,281

Project Description: Replacement of seven 2002 diesel Gillig buses with new diesel-electric hybrid buses.

Contributing Sponsor: Metropolitan Transportation Commission.

PASSED AND ADOPTED this 16th day of February 2016, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

MAYOR

ATTEST:

CITY CLERK
pw

CITY OF FAIRFIELD

RESOLUTION NO. 2016 –

RESOLUTION OF THE CITY COUNCIL AUTHORIZING FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP).

WHEREAS, the City of Fairfield is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; 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, the City of Fairfield wishes to delegate authorization to execute these documents and any amendments there to David A. White City Manager, George Hicks Public Works Director, or Nathaniel Atherstone Transportation Manager.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF FAIRFIELD HEREBY RESOLVES:

Section 1. By the City Council of the City of Fairfield that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

Section 2. That David A. White City Manager, George Hicks Public Works Director, or Nathaniel Atherstone Transportation Manager be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED this 16th day of February 2016, by the following vote:

AYES: COUNCILMEMBERS: _____

NOES: COUNCILMEMBERS: _____

ABSENT: COUNCILMEMBERS: _____

ABSTAIN: COUNCILMEMBERS: _____

MAYOR

ATTEST:

CITY CLERK
pw

FAST Local Service Area and Project Location Map

