

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

**Project Information:**

Lead Agency:	San Mateo County Transit District
Project Name:	Purchase of an Electric Bus
Project Type: <i>See Attachment A</i>	A2: Expand/Enhance transit service
Description of Project (Short):	This project will expand/enhance transit service and purchase, operate, and maintain a zero-emission fully-electric bus.
Project Location:	San Mateo County
Project Start Date (anticipated):	1/1/2017
Project End Date (anticipated):	6/30/2020

**Funding Information:**

Funding Year:	FY 2015/16
Requested Amount of PUC 99313:	\$279,772
Requested Amount of PUC 99314:	\$669,751
Total LCTOP Funding:	\$949,523
Total Project Cost:	\$1,050,000

**Project Benefits:**

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

Estimated GHG Reduction:	850.83
Project Life:	12
Estimated Total GHG Reduction:	850.83

**Disadvantaged Communities (DAC) Benefits:**

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	Census Tract: 6081612000 and 6081601300
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	TP 1F: Project creates or improves infrastructure or equipment that reduces air pollution on regular routes that are primarily within a disadvantaged community.
Qualitative Description of DAC Benefit?	Operating electric buses will reduce GHG emissions for the disadvantaged communities in SamTrans' service area, as well as throughout San Mateo County.
Describe the DAC Need Project Addresses?	The project addresses the need to reduce air pollution in Disadvantaged Communities.
Total GGRF \$ Allocated to DAC	\$474,800

**Co-benefit**

Critical Air Pollution Reduction:	Fully-electric bus emits zero NOx, PM, CO, SOx tailpipe emissions.
VMT Reduction:	90,720
Ridership Increase	50,400

Fuel Ues Reduction:	Fully-electric bus requires no diesel fuel. Route simulation of fully-electric bus estimates 20.5 MPGe (miles per gallon equivalent). Compare to 4.0 MPG diesel bus. Annual VMT of expanded service is 32,032 miles. This calculates to 6,445 gallon-equivalents saved by using the fully-electric bus instead of diesel bus.
Energy Use Reduction:	20.5 MPGe or 1.8 kWh/mile fully-electric bus vs. 4.0 MPG diesel bus

## Low Carbon Transit Operations Program (LCTOP)

### PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

<b>Regional Entity:</b> Metropolitan Transportation Commission	
<b>Project Lead:</b> San Mateo County Transit District	<b>County:</b> San Mateo
<b>Project Title:</b> Purchase of an Electric Bus	

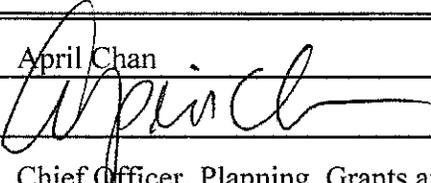
**Project Lead:**

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.

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**Name:** April Chan

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**Signature:** 

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**Title:** Chief Officer, Planning, Grants and the Transportation Authority

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**Agency:** San Mateo County Transit District

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**Date:** Jan 26, 2016                      **Amount:** \$669,751

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**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.**

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**Name:** Alix Bockelman

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**Signature:**

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**Title:** Deputy Executive Director, Policy

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**Agency:** Metropolitan Transportation Commission

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**Date:**    **Amount:** \$279,772

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## 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>	\$279,772	\$0	\$0
<b>Request Amount per PUC 99314:</b>	\$669,751	\$0	\$0
<b>Total Project Allocation Request:</b>	\$949,523	\$0	\$0
<b>Project Title:</b>	Purchase of an Electric Bus		
<b>Project Location/Address:</b>	1250 San Carlos Ave., San Carlos, CA		

**Table 1: Project Lead Information**

	<b>Legislative District Numbers</b>	
Agency Name: <u>San Mateo County Transit District</u>	Assembly:	<u>12, 19, 21</u>
Contact Person: <u>Rebecca Arthur</u>	Senate:	<u>8, 11</u>
Contact Phone #: <u>650-508-6368</u>	Congressional:	<u>12, 14</u>
Email Address: <u><a href="mailto:arthurr@samtrans.com">arthurr@samtrans.com</a></u>	Amount:	PUC Funds Type:
Address: <u>1250 San Carlos Ave.</u>	\$ <u>669,751</u>	<u>99314</u>
<u>San Carlos, CA 94070</u>	\$ _____	

**Table 2: Contributing Sponsor Information**

Name: <u>Metropolitan Transportation Commissi</u>	Amount :	PUC Fund Type:
Contact: <u>Kenneth Folan</u>	\$ <u>279,772</u>	<u>99313</u>
Contact Phone #: <u>510-817-5804</u>	\$ _____	
Email Address: <u><a href="mailto:kfolan@mtc.ca.gov">kfolan@mtc.ca.gov</a></u>		
Address: <u>101 Eighth Street, Oakland, CA 94607</u>		
<b><i>Other Contributing Sponsors: (Attach sheet with contact information)</i></b>	Amount:	PUC Fund Type:
Name: _____	\$ _____	
Name: _____	\$ _____	
Name: _____	\$ _____	
<b>TOTAL</b>		
<b><u>\$949,523</u></b>		

(\*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	X	Ai		Bi
X	A2		Aii		Bii
	A3		Aiii		Biii
	A4		Aiv		Biv
	A5				Bv

**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 project will purchase, operate, and maintain a zero-emission fully-electric bus. This electric bus would be used for the expanded/enhanced transit service described above, operating a new route that serves Disadvantaged Communities.*

**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>.

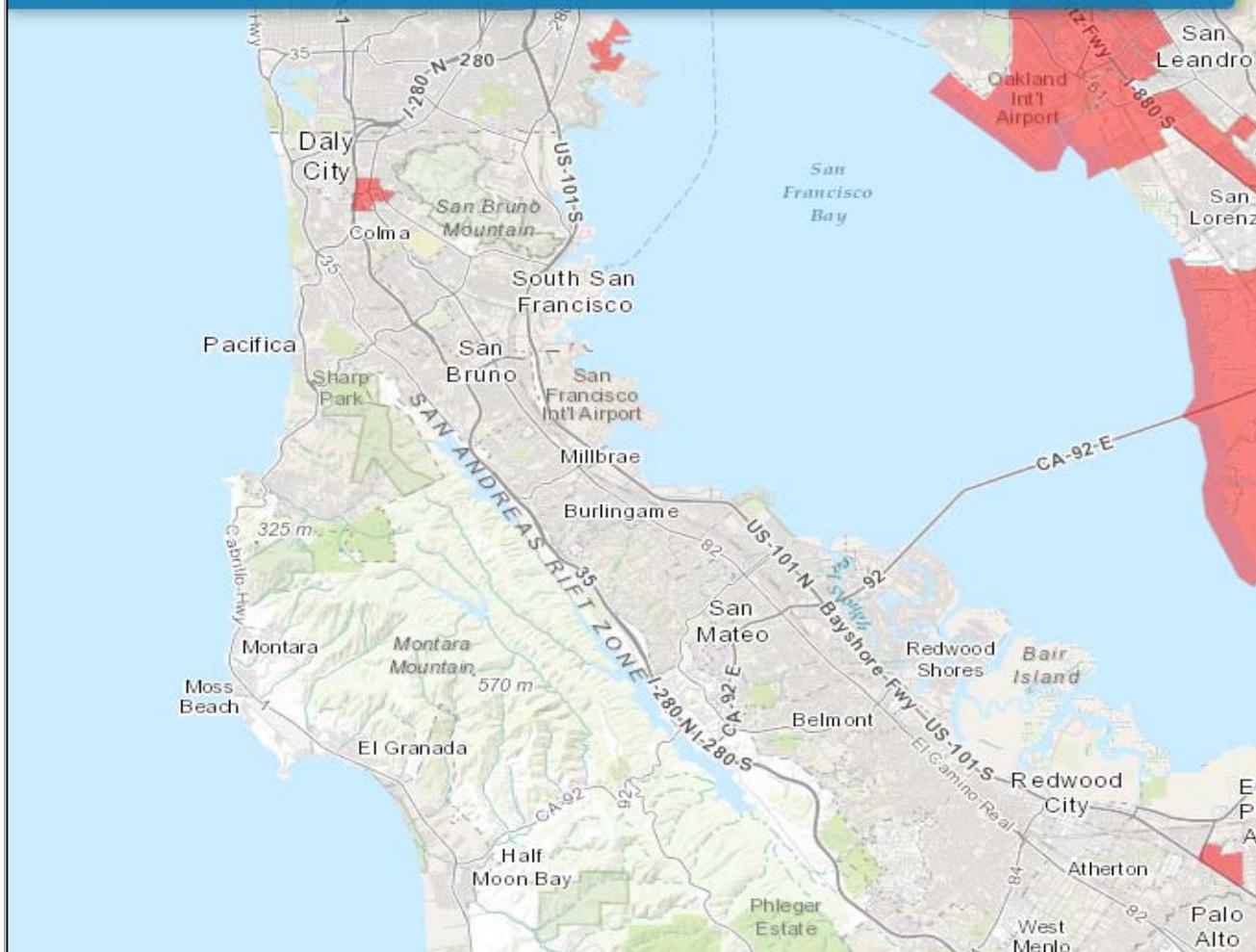
*The project includes all of San Mateo County. A map is included on the "Service Area" tab. The map shows the County and the two disadvantaged communities in the service area.*

**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:	<i>12 years</i>
Operations:	<i>Ongoing</i>

# SB 535 Disadvantaged Communities

Find address or place



## 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 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 50,400 local bus riders per year to replace an average auto trip of 3.8 miles each way. Further, utilizing a zero-emissions fully-electric bus on these expanded transit trips will generate zero tailpipe emissions of criteria air pollutants (NOx, PM, SOx, CO) and will generate fewer greenhouse gas emissions compared to a diesel bus which otherwise would have been used. These benefits are estimated to achieve 850.83 MT CO2e total greenhouse gas emissions reductions.*

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

*Replacement of buses at the end of their useful life helps ensure safe, reliable transportation, which encourages increased ridership. Further, the expanded transit service is estimated to add 50,400 riders per year.*

**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 disadvantaged community (e.g., vouchers, reduced fares, transit passes)).

<u>Low Carbon Transportation Projects</u>				<u>Transit Projects</u>			
	1A		2A		1A		1G
	1B		2B		1B		1H
X	1C		2C		1C		2A
	1D				1D		2B
					1E		2C
					1F		2D
							2E
							2F
							2G
							2H
							2I

**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.**

*This Project meets Category 1C for projects located within a disadvantaged community: improve infrastructure and equipment that reduces air pollution on regular routes that are primarily within a disadvantaged community. By electrifying SamTrans buses, the two Disadvantaged Communities in the SamTrans service area will see measurable reductions in GHG's and other pollutants as a direct benefit of the project.*

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

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

*The project will enable SamTrans to further livability principals by continuing to provide a safe, reliable, efficient and environmentally superior alternative to motor vehicle transportation. The project will enhance livability by making SamTrans a more attractive commute alternative for the region's growing population.*

**Table 6: Project Schedule**

Capital Projects	
Begin Construction Phase ( <b>Contract Award</b> )	
End Construction Phase ( <b>Contract Acceptance</b> )	
Begin Vehicle/Equipment Order ( <b>Contract Award</b> )	1/1/2017
End Vehicle/Equipment Order ( <b>Contract Acceptance</b> )	12/31/2019
Begin Closeout Phase	1/1/2020
End Closeout Phase	6/30/2020
Operations Projects	
Begin expanded/enhanced transit services	2/1/2019
End expanded/enhanced transit services	NA
Begin Closeout Phase	NA
End Closeout Phase	NA

**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 electric buses will be placed on a route(s) that directly serves the communities of concern in San Mateo County. The routes will also be designed to operate within the confines of the shorter range of electric buses compared to diesel buses. The buses will be open to the public and use the same fare structure as the the rest of the SamTrans fixed route system.*

b) Describe the fare structure for this system.

	<i>Cash</i>	<i>Clipper</i>	<i>Day Pass</i>	<i>Monthly Pass</i>
<i>Adult Fare (Age 19 - 64)</i>	<i>\$2.25</i>	<i>\$2.05</i>	<i>\$5.50</i>	<i>\$65.60</i>
<i>Youth (Age 18 &amp; younger)</i>	<i>\$1.10</i>	<i>\$1.00</i>	<i>\$2.75</i>	<i>\$27.00</i>
<i>Eligible Discount (Senior/ Disabled/Medicare Card)</i>	<i>\$1.10</i>	<i>\$1.00</i>	<i>\$2.75</i>	<i>\$27.00</i>

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

*Ridership information has been gleaned from National Transit Database reports. Increased ridership was estimated based on increasing the service frequency of an existing SamTrans route that serves a Disadvantaged Community. This route was assumed to be representative of route(s) that would be expanded/enhanced as part of the Project.*

*Riders per trip (8.65 riders per trip) was calculated by dividing the annual ridership for this route (289,148) by the annual number of trips for this route (33,346).*

*The number of additional trips per year was estimated by increasing the frequency of service on this route from 15-minute or 30-minute headways to standardized 15-minute headways throughout the entire day (16 additional trips per day for a route that does approximately 110 trips per weekday). Alternatively these additional trips could be used to extend route service hours rather than increasing frequency.*

*Increased annual ridership was calculated by multiplying the increased annual number of trips (5,824) by the estimated number of riders per trip (8.65) for a total of 50,378.*

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

*Cost projections were based on estimates provided by electric bus manufacturers and are available on request.*



## 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) Phone: Date:  
 Rebecca Arthur 650-508-6368 1/26/16

Approval Authority: Sign and date Typed name and phone number:  
 1/26/2016 April Chan 650-508-6228

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

Proposed Total Project Cost								Project
Component	Prior	FY 2016	FY	FY	FY	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	1,050,000	0	0	0	0	0	1,050,000
Operations/Other	0	0	0	0	0	0	0	0
<b>TOTAL</b>	0	1,050,000	0	0	0	0	0	1,050,000

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 2016	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase		949,523						949,523
Operations/Other								0
<b>TOTAL</b>	0	949,523	0	0	0	0	0	949,523

Funding Source: FTA Section 5307								
Component	Prior	FY 2016	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase		100,477						100,477
Operations/Other								0
<b>TOTAL</b>	0	100,477	0	0	0	0	0	100,477

## Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

**Project Sponsor:** San Mateo County Transit District

**Agency Name:** San Mateo County Transit District

**Effective Date of this Document:** 1/26/2016

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 15<sup>th</sup> and November 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: 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

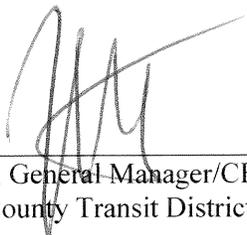
- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, 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:



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Jim Hartnett, General Manager/CEO  
San Mateo County Transit District

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

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

OF THE San Mateo County Transit District  
(Name of County/City Organization)

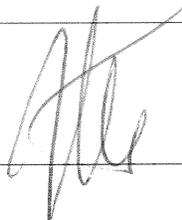
I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. 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.

April Chan, Chief Officer, Planning, Grants and Transportation Authority OR  
(Name and Title of Authorized Agent)

Virginia Harrington, Deputy CEO OR  
(Name and Title of Authorized Agent)

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

Jim Hartnett General Manager/CEO  
(Print Name) (Title)

  
(Signature)

Approved this 26th day of January, 2016

Attachment: Board Resolution approving Authorized Agent

RESOLUTION NO. 2016 –

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA

\* \* \*

**AUTHORIZING THE FILING AND EXECUTION OF A FUNDING APPLICATION FOR THE  
ELECTRIC BUS PROCUREMENT PROJECT IN THE AMOUNT OF \$949,523**

**WHEREAS**, the San Mateo County 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 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 California State Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

**WHEREAS**, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors, including the District; and

**WHEREAS**, the General Manager/CEO recommends and the Finance Committee concurs, that the Board of Directors authorize the General Manager/CEO, or his designee, to apply for and receive \$949,523 in Fiscal Year (FY) 2015-16 LCTOP funds for the electric bus procurement project.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the San Mateo County Transit District, hereby:

1. Agrees to comply with all conditions and requirements set forth in the annual certifications and assurances, authorized agent forms, and any applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and

2. Authorizes the General Manager/CEO, or his designee, to apply for and receive from Caltrans \$949,523 in FY2015-16 LCTOP funds, including funds being contributed by the Metropolitan Transportation Commission, for the electric bus procurement project that will purchase all-electric transit vehicles, and to take such actions as may be necessary to give effect to this resolution, including filing and executing funding applications, certifications and assurances, authorized agent forms, agreements, related amendments, or other documentation that may be required to receive LCTOP funds.

Regularly passed and adopted this 3<sup>rd</sup> day of February, 2016 by the following

vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary

RESOLUTION NO. 2016 –

BOARD OF DIRECTORS, SAN MATEO COUNTY TRANSIT DISTRICT  
STATE OF CALIFORNIA

\* \* \*

**AUTHORIZING THE FILING AND EXECUTION OF ANNUAL CAP AND TRADE  
FUNDING AUTHORIZED AGENT FORMS AND CERTIFICATIONS AND ASSURANCES**

**WHEREAS**, the San Mateo County 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 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 California State Department of Transportation (Caltrans) as the administrative agency for the LCTOP; and

**WHEREAS**, Caltrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors, including the District; and

**WHEREAS**, the General Manager/CEO recommends and the Finance Committee concurs, that the Board of Directors authorize the General Manager/CEO, or his designee, to file and execute annual cap and trade funding applications, certifications and assurances, authorized agent forms, agreements, related amendments, and any other documents required to apply for and receive LCTOP funding.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Directors of the District,  
hereby:

1. Agrees to comply with all conditions and requirements set forth in the annual certifications and assurances, authorized agent forms, and any applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and
2. Authorizes the General Manager/CEO, or his designee, to take such actions as may be necessary to give effect to this resolution, including filing and executing annual cap-and-trade funding applications, certifications and assurances, authorized agent forms, agreements, related amendments, and any other documents required to apply for and receive LCTOP funds.

Regularly passed and adopted this 3<sup>rd</sup> day of February, 2016 by the following  
vote:

AYES:

NOES:

ABSENT:

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Chair, San Mateo County Transit District

ATTEST:

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District Secretary