

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

Lead Agency:	San Luis Obispo Regional Transit Authority
Project Name:	Paso Robles Facility Improvement
Project Type: <i>See Attachment A</i>	Bii: Maintenance or operations to support expanded transit facilities and enhancements
Description of Project (Short):	This capital project would consolidate two remote bus facilities and an office into a new single facility co-located at the County Corp Yard in Paso Robles to expand transit services.
Project Location:	Paso Robles, CA 93446
Project Start Date (anticipated):	7/1/2016
Project End Date (anticipated):	6/30/2017

Funding Information:

Funding Year:	2015/16
Requested Amount of PUC 99313:	\$265,687
Requested Amount of PUC 99314:	\$25,614
Total LCTOP Funding:	\$291,301
Total Project Cost:	\$1,000,000

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

Estimated GHG Reduction:	45115.67
Project Life:	15
Estimated Total GHG Reduction:	45115.67

Disadvantaged Communities (DAC) Benefits:

Does your service area have a DAC?	No State designated disadvantage community
Does the Project Benefit a DAC?	
Identify the DAC Census Tracts?	
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	
Qualitative Description of DAC Benefit?	
Describe the DAC Need Project Addresses?	
Total GGRF \$ Allocated to DAC	

Co-benefit

Critical Air Pollution Reduction:	
VMT Reduction:	
Ridership Increase	
Fuel Ues Reduction:	3,264,960 miles
Energy Use Reduction:	

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Regional Entity:

Project Lead: San Luis Obispo Regional Transit Authority

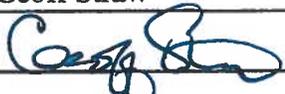
County: San Luis Obispo

Project Title: Paso Robles Facility Improvement

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: Geoff Straw

Signature: 

Title: Executive Director

Agency: San Luis Obispo Regional Transit Authority

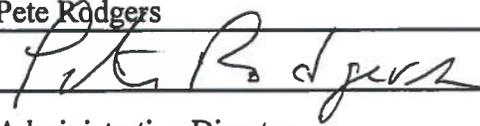
Date: 1-26-16

Amount: \$14,331

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: Pete Rodgers

Signature: 

Title: Administrative Director

Agency: San Luis Obispo Council of Government

Date: 1/26/16

Amount: \$265,687

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (FUNDING)

<i>LCTOP Allocation</i>	<i>15/16</i>	<i>16/17</i>	<i>17/18</i>
Request Amount per PUC 99313:	\$265,687	\$0	\$0
Request Amount per PUC 99314:	\$25,614	\$0	\$0
Total Project Allocation Request:	\$291,301	\$0	\$0

Project Title: Paso Robles Facility Improvement

Project Location/Address: Paso Robles, CA 93446

Table 1: Project Lead Information

		Legislative District Numbers	
Agency Name:	<u>San Luis Obispo Regional Transit Authority</u>	Assembly:	<u>15</u>
Contact Person:	<u>Omar McPherson</u>	Senate:	<u>33</u>
Contact Phone #:	<u>805-781-1171</u>	Congressional:	<u>23</u>
Email Address:	<u>Omcpherson@slorta.org</u>	Amount:	PUC Funds Type:
Address:	<u>179 Cross Street</u>	<u>\$ 14,331</u>	<u>99314</u>
	<u>San Luis Obispo, CA 93401</u>	<u>\$</u>	

Table 2: Contributing Sponsor Information

Name:	<u>San Luis Obispo Council of Government</u>	Amount :	PUC Fund Type:
Contact:	<u>Pete Rodgers</u>	<u>\$ 265,687</u>	<u>99313</u>
Contact Phone #:	<u>805-781-5712</u>	<u>\$</u>	
Email Address:	<u>PRODGERS@SLOCOG.org</u>		
Address:	<u>1114 Marsh St., San Luis Obispo, CA 93401</u>		

<i>Other Contributing Sponsors: (Attach sheet with contact information)</i>	Amount:	PUC Fund Type:
Name: <u>City of Atascadero</u>	<u>\$ 815</u>	<u>99314</u>
Name: <u>City of Morro Bay</u>	<u>\$ 420</u>	<u>99314</u>
Name: <u>City of Paso Robles</u>	<u>\$ 1,411</u>	<u>99314</u>
Name: <u>City of San Luis Obispo</u>	<u>\$ 7,114</u>	<u>99314</u>
Name: <u>South County Area Transit</u>	<u>\$ 1,523</u>	<u>99314</u>

TOTAL \$291,301

(*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		B1		Bi
	A2		Aii		B2	x	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.

This capital project would consolidate two remote bus facilities and an office into a new single facility co-located at the County Corp Yard in Paso Robles. RTA's two existing leased facilities have been sold and the new owners are in the process of City Planning review to redevelop the sites. The improvements that would be made to the County-owned property include pavement, landscape/screening, lighting, fencing/security, and installation of a small modular office building. Per the December 29, 2015 Feasibility and Findings Report, the total construction cost would be approximately \$690,000, not including soft costs (\$310,000 for Environmental, Architectural and Engineering service, etc).

This improvement will allow the expansion of the planned new/expanded express bus service. Development of this new facility would save considerable vehicle "deadhead" travel time and costs from the only other feasible alternative: parking North County vehicles at RTA's main facility in San Luis Obispo (32 miles each way). This would also require RTA's Paso Robles-based employees to travel to/from San Luis Obispo. In addition, the improved County-owned facility in Paso Robles would be large enough to accommodate 45-foot over-the-road (OTR) coaches (Greyhound-style) for planned new/expanded express bus service between Paso Robles and San Luis Obispo; the current two sites are not designed to fit these larger buses. This new express service – using buses with reclining high-back seats, reading lights, and WiFi – will provide an attractive commute alternative for travelers currently driving alone. This will reduce traffic congestion and carbon emissions by eliminating up to 57 cars for each bus trip, and eliminating the need for RTA's Paso Robles-based employees to travel to/from RTA's main facility in San Luis Obispo.

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>.

Effective 11/15

RTA currently operates two local fixed routes and one local general public Dial-A-Ride (DAR) service in Paso Robles, as well as regional routes connecting communities along US-101 between San Miguel and San Luis Obispo. In addition, RTA operates countywide Runabout demand response service for persons with transportation disabilities. Finally, RTA operates lifeline demand response services for the rural communities of Shandon and Templeton in the North County. Currently, this service plan requires eleven 32- to 40-foot buses and four demand response vehicles based in Paso Robles. The new facility will accommodate 14 large buses and five demand response vehicles to accommodate planned growth in services. Attached are service brochures describing fixed route and demand response services in the North County.

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: 15 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.

By building a new remote bus facility in Paso Robles would reduce VMT and greenhouse gas emissions for Paso Robles-based employees to travel to San Luis Obispo (32 miles each way) to begin their work shift, and would avoid unnecessary deadhead travel for the clean-diesel powered buses. In addition, this new facility will reduce VMT and greenhouse gas emissions by replacing commuter auto trips with transit trips, using 57-passenger commuter-friendly OTR coaches in planned new express services. See attached map for the distance between the new facility in Paso Robles and the on in San Luis Obispo

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

As mentioned above, the current leased facilities in Paso Robles were not designed to accommodate 45-foot OTR coaches. The proposed project would permit these more comfortable and WiFi-equipped buses to be based in Paso Robles, thereby allowing RTA to implement these new premium express bus services along the RTA Route 9 corridor. The Paso Robles location will also permit RTA to more quickly respond to any equipment-related failures and/or detours that require additional vehicle resources -- thereby making North County services more reliable and thus more attractive for passengers than if the vehicles were to be based in San Luis Obispo. It is estimate the new service could result in 10,120 additional passengers/one-way trips.

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

<input type="checkbox"/>	1A	<input type="checkbox"/>	2A	<input type="checkbox"/>	1A	<input type="checkbox"/>	1G	<input type="checkbox"/>	2E
<input type="checkbox"/>	1B	<input type="checkbox"/>	2B	<input type="checkbox"/>	1B	<input type="checkbox"/>	1H	<input type="checkbox"/>	2F
<input type="checkbox"/>	1C	<input type="checkbox"/>	2C	<input type="checkbox"/>	1C	<input type="checkbox"/>	2A	<input type="checkbox"/>	2G
<input type="checkbox"/>	1D			<input type="checkbox"/>	1D	<input type="checkbox"/>	2B	<input type="checkbox"/>	2H
				<input type="checkbox"/>	1E	<input type="checkbox"/>	2C	<input type="checkbox"/>	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.

No DAC within service area

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 checked="" type="checkbox"/> Coordination with Educational Institutions
<input checked="" type="checkbox"/> Improved Public Health	<input checked="" type="checkbox"/> College/University _____ Grades K-12
<input checked="" 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 checked="" type="checkbox"/> Other Benefits (describe below)	

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

The current use of two facilities in Paso Robles causes safety concerns for employees, especially female employees that must check-out or -in a bus during hours of darkness away from the supervisor's office located four blocks away (*Improved Safety*). Maintaining a Paso Robles-based facility would avoid the emissions of deadheading buses and RTA employees' cars traveling to/from SLO (*Improved Public Health*, *Reduced Operating/Maintenance Costs*, and *Increased System Reliability*). RTA contracts with Cuesta College in Paso Robles to provide a general route deviation service to serve non-traditional students who take night classes (*Coordination with College*). RTA is the only transit agency in California (possibly the United States) that provides bike racks on the front and rear of its fixed route buses, and this promotes bicycling in the region (*Promotes Active Transportation*, and *Promote integration with other modes*). Finally, the current two leased facilities are located in previously blighted areas of Paso Robles, and the redevelopment proposals for these two sites will improve economic conditions in the City and beautify the area (*Other Benefits*).

Table 6: Project Schedule

Capital Projects	
Begin Construction Phase (Contract Award)	7/1/2016
End Construction Phase (Contract Acceptance)	6/30/2017
Begin Vehicle/Equipment Order (Contract Award)	
End Vehicle/Equipment Order (Contract Acceptance)	
Begin Closeout Phase	7/1/2017

Effective 11/15

End Closeout Phase	8/31/2017
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Operations Projects	
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.



**LETTER DUE TO CALTRANS NO LATER THAN
FEBRUARY 1, 2016**

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE Administrator
(Chief Executive Officer / Director / President / Secretary)

OF THE City of Paso Robles
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

I understand that, in the first year of the Program (Fiscal Year 2015-16), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2016. I understand that if my agency does not request our allocation by February 1, 2016, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

 1. Request its allocation in the amount of \$ _____, by:
 X a. February 1, 2016, in the first cycle of requests for FY 2015-16, or

 X 2. Request that the allocation of \$ 1,411 be released to our regional entity, San Luis Obispo Regional Transit Authority, so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2016-17, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.

Geoff Straw
(Signature) Geoff Straw, Administrator
(Print Name and Title)

Approved this 21ST day of January, 20 16



**LETTER DUE TO CALTRANS NO LATER THAN
FEBRUARY 1, 2016**

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE Public Works Director
(Chief Executive Officer / Director / President / Secretary)

OF THE Morro Bay
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

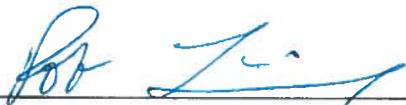
I understand that, in the first year of the Program (Fiscal Year 2015-16), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2016. I understand that if my agency does not request our allocation by February 1, 2016, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

 1. Request its allocation in the amount of \$ _____, by:
 X a. February 1, 2016, in the first cycle of requests for FY 2015-16, or

 X 2. Request that the allocation of \$ 420 be released to our regional entity, San Luis Obispo Regional Transit Authority, so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2016-17, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.


(Signature)

Rob Livick, Public Works Director
(Print Name and Title)

Approved this 27th day of January, 2016



**LETTER DUE TO CALTRANS NO LATER THAN
FEBRUARY 1, 2016**

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE TRANSIT MANAGER
(Chief Executive Officer / Director / President / Secretary)

OF THE San Luis Obispo
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

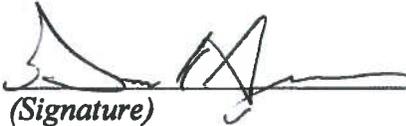
I understand that, in the first year of the Program (Fiscal Year 2015-16), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2016. I understand that if my agency does not request our allocation by February 1, 2016, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

 1. Request its allocation in the amount of \$ _____, by:
 X a. February 1, 2016, in the first cycle of requests for FY 2015-16, or

 X 2. Request that the allocation of \$ 7,114 be released to our regional entity, San Luis Obispo Regional Transit Authority, so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2016-17, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.


(Signature) GAMALIEL ANGUIANO, TRANSIT MANAGER
(Print Name and Title)

Approved this 1 day of 28 , 20 16



**LETTER DUE TO CALTRANS NO LATER THAN
FEBRUARY 1, 2016**

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE Director of Public Works
(Chief Executive Officer / Director / President / Secretary)

OF THE City of Atascadero
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

I understand that, in the first year of the Program (Fiscal Year 2015-16), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2016. I understand that if my agency does not request our allocation by February 1, 2016, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

1. Request its allocation in the amount of \$ _____, by:
 a. February 1, 2016, in the first cycle of requests for FY 2015-16. or

2. Request that the allocation of \$ 815 be released to our regional entity, San Luis Obispo Regional Transit Authority, so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2016-17, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.

Nicholas D. DeBar, Director of Public Works
(Print Name and Title)

Approved this 26th day of January, 2016



**LETTER DUE TO CALTRANS NO LATER THAN
FEBRUARY 1, 2016**

Letter of Intent
Use of Low Carbon Transit Operations Funds

AS THE Administrator
(Chief Executive Officer / Director / President / Secretary)

OF THE South County Area Transit
(Name of Agency)

I understand that the Low Carbon Transit Operations Program (Program) is funded from the Greenhouse Gas Reduction Fund and was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

I understand that, in the first year of the Program (Fiscal Year 2015-16), \$25 million was appropriated in the State Budget and that these funds must be allocated by June 30, 2016. I understand that if my agency does not request our allocation by February 1, 2016, the funds will no longer be available to our agency.

In order to utilize the available funds to their fullest potential, my agency will (check to indicate your intent):

- _____ 1. Request its allocation in the amount of \$ _____, by:
X a. February 1, 2016, in the first cycle of requests for FY 2015-16, or
X 2. Request that the allocation of \$ 1,523 be released to our regional entity, San Luis Obispo Regional Transit Authority, so the funds may be applied to a project within our region that meets the requirements of the LCTOP Guidelines and the requirements of Public Resources Code section 75230.

I also understand that, effective in Fiscal Year 2016-17, the LCTOP will receive a continuous appropriation of five percent of the annual proceeds of the Greenhouse Gas Reduction Fund and an agency may accumulate funds over multiple years to accrue sufficient funds to support an appropriate project.

Geoff Straw
(Signature) _____ Geoff Straw, Administrator
(Print Name and Title)

Approved this 21ST day of January, 2016

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) Omar McPherson	Phone: 805-781-1171	Date: 1/25/2016
Approval Authority: Sign and date 1-29-16	Typed name and phone number: Geoff Straw 805-781-4465	

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

Proposed Total Project Cost								Project
Component	Prior	FY15/16	FY	FY	FY	FY	FY	Total
PA&ED	0	0	0	0	0	0	0	0
PS&E	375,000	0	0	0	0	0	0	375,000
R/W	0	0	0	0	0	0	0	0
CON	0	625,000	0	0	0	0	0	625,000
Veh/Equip Purchase	0	0	0	0	0	0	0	0
Operations/Other	0	0	0	0	0	0	0	0
TOTAL	375,000	625,000	0	0	0	0	0	1,000,000

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY15/16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON		291,301						291,301
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0	291,301	0	0	0	0	0	291,301

Funding Source: FTA 5307								
Component	Prior	FY15/16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E	300,000							300,000
R/W								0
CON		333,699						333,699
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	300,000	333,699	0	0	0	0	0	633,699

Funding Source: TDA								
Component	Prior	FY15/16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E	75,000							75,000
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	75,000	0	0	0	0	0	0	75,000

Funding Source:								
Component	Prior	FY15/16	FY	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							



**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/finallctopgrm.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.

Project Name:	Paso Robles Facility Improvement
Project ID:	
Contact Name:	Omar McPherson
Contact Phone Number:	805-781-1171
Contact Email:	omcpherson@slorta.org
Date Completed:	1/25/2016

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
 Questions on this document should be forwarded to GGRFProgram@arb.ca.gov
 Questions on the LCTOP program should be forwarded to LCTOPcomments@dot.ca.gov



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

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

OF THE San Luis Obispo Regional Transit Authority
(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 2015-16 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.

Geoff Straw Executive Director OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

Jan Marx  President
(Print Name) _____ (Title)

(Signature)

Approved this 2nd day of March, 2016

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) AUTHORIZED AGENT

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

OF THE San Luis Obispo Regional Transit Authority
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Geoff Straw Executive Director OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

Jan Marx President
(Print Name) (Title)

(Signature)

Approved this 2nd day of March, 2016

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: San Luis Obispo Council of Government

Agency Name: San Luis Obispo Regional Transit Authority

Effective Date of this Document: 3/2/2016

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 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: Geoff Straw, Executive Director
AUTHORIZING OFFICER, Title
Unit/Department/Agency

**SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
RESOLUTION # 16-07**

**AUTHORIZATION FOR THE EXECUTION OF THE
THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) PROJECT:
PASO ROBLES FACILITY IMPROVEMENT \$291,301**

WHEREAS, the San Luis Obispo Regional Transit Authority 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 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 San Luis Obispo Regional Transit Authority wishes to implement the LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Luis Obispo Regional Transit Authority that the fund recipient agrees to comply with all conditions and requirements set forth in the applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Luis Obispo Regional Transit Authority that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 2015-16 LCTOP funds:

List project(s), including the following information:

Project Name:

PASO ROBLES FACILITY IMPROVEMENTS

Amount of LCTOP funds requested:

\$291,301

Short description of project:

This capital project would consolidate two remote bus facilities and an office into a new single facility co-located at the County Corp Yard in Paso Robles to expand transit services.

Contributing Sponsors (if applicable):

San Luis Obispo Council of Government, City of Atascadero, City of Morro Bay, City of Paso Robles, City of San Luis Obispo, South County Area Transit

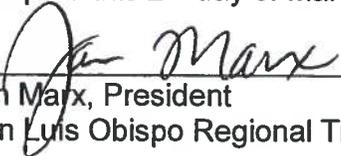
BE IT FURTHER RESOLVED, that the President of the Board is directed to sign this resolution to authorize the submittal of said funding requests.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to submit said funding requests.

Upon motion of Director Mecham, seconded by Director Shoals, and on the following roll call, to wit:

AYES: Mecham, Shoals, Marx, Compton, Arnold, Gibson, Guthrie, Higginbotham
NOES: Hill, Irons, O'Malley, Martin.
ABSENT: none
ABSTAINING: none

The foregoing resolution is hereby adopted this 2nd day of March 2016.



Jan Marx, President
San Luis Obispo Regional Transit Authority

ATTEST:



Geoff Straw, Executive Director
San Luis Obispo Regional Transit Authority

APPROVED AS TO FORM AND LEGAL EFFECT:

Rita L. Neal
County Counsel

By: 

Timothy McNulty, Counsel
San Luis Obispo Regional Transit Authority

Date: 3.2.2016

SAN LUIS OBISPO REGIONAL TRANSIT AUTHORITY
RESOLUTION # i6-06

AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

WHEREAS, the San Luis Obispo Regional Transit Authority 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 San Luis Obispo Regional Transit Authority wishes to delegate authorization to execute these documents and any amendments thereto to Geoff Straw, Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the San Luis Obispo Regional Transit Authority 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.

NOW THEREFORE, BE IT FURTHER RESOLVED that Geoff Straw, Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

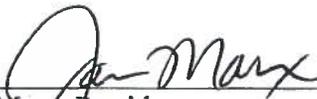
BE IT FURTHER RESOLVED, that the President of the Board is directed to sign this resolution to authorize the submittal of said funding requests.

BE IT FURTHER RESOLVED, that the Executive Director is hereby authorized to submit said funding requests.

Upon motion of Director Mecham, seconded by Director Shoals, and on the following roll call, to wit:

AYES: Mecham, Shoals, Marx, Compton, Arnold, Gibson, Guthrie, Higginbotham,
NOES: none Hill, Irons, O'Malley, Martin
ABSENT: none
ABSTAINING: none

The foregoing resolution is hereby adopted this 2nd day of March 2016.



Jan Marx, President
San Luis Obispo Regional Transit Authority

ATTEST:



Geoff Straw, Executive Director
San Luis Obispo Regional Transit Authority

APPROVED AS TO FORM AND LEGAL EFFECT:

Rita L. Neal
County Counsel

By: 

Timothy McNulty, Counsel
San Luis Obispo Regional Transit Authority

Date: 3.2.2016