



Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

Lead Agency:	Santa Barbara County Association of Governments
Project Name:	Expanded Saturday Intercity Transit Service in Santa Barbara Co.
Project Type: <i>See Attachment A</i>	A2: Expand/Enhance transit service
Description of Project (Short):	Service will provide expanded transit service on Saturdays between the DAC and multiple cities and the unincorporated area of Santa Barbara County that will benefit the DAC identified in Santa Barbara County.
Project Location:	Throughout Santa Barbara County
Project Start Date (anticipated):	7/1/2016
Project End Date (anticipated):	6/30/2017

Funding Information:

Funding Year:	FY 2016
Requested Amount of PUC 99313:	\$142,911
Requested Amount of PUC 99314:	\$26,511
Total LCTOP Funding:	\$169,422
Total Project Cost:	\$169,422

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

Estimated GHG Reduction:	470
Project Life:	1
Estimated Total GHG Reduction:	470

Disadvantaged Communities (DAC) Benefits:

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	6083002402
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	TP 2A: Project provides improved local bus transit service for riders using stations or stops that are accessible by walking within 1/2 mile of a DAC.
Qualitative Description of DAC Benefit?	This project will provide expanded transit service opportunities for residents of the one DAC is Santa Barbara by providing new Saturday intercity service from the Santa Maria Transit Center to destinations throughout the County.
Describe the DAC Need Project Addresses?	Currently, no Saturday service exists throughout Santa Barbara County for intercity transit services. This provide provides improved transit service at the Santa Maria Transit service which his adjacent to the DAC.
Total GGRF \$ Allocated to DAC	169422

Co-benefit

Critical Air Pollution Reduction:	
VMT Reduction:	
Ridership Increase	11,700
Fuel Ues Reduction:	
Energy Use Reduction:	

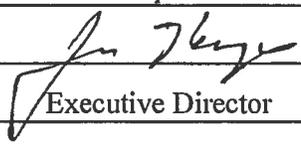


PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

Regional Entity: SBCAG	
Project Lead: Santa Barbara County Association of Governments	County: Santa Barbara
Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara Co.	

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: Jim Kemp
Signature: 
Title: Executive Director
Agency: Santa Barbara County Association of Governments
Date: _____ **Amount:** \$ 142,911

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.**

Contributing Sponsor Forms from the cities of Guadalupe, Lompoc, Santa Maria and Solvang and County of Santa Barbara are attached.

Name: _____
Signature: _____
Title: _____
Agency: _____
Date: _____ **Amount:** _____

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

	Regional Entity: SBCAG
Project Lead: Santa Barbara County Association of Governments	County: Santa Barbara
Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara Co.	

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: Jim Kemp

Signature:

Title: Executive Director

Agency: Santa Barbara County Association of Governments

Date: _____ **Amount:** \$ 169,422

incorrect

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.**

Contributing Sponsor Forms from the cities of Guadalupe, Lompoc, Santa Maria and Solvang and County of Santa Barbara are attached.

Name:

Signature:

Title:

Agency:

Date: _____ **Amount:** _____

Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara County

Contributing Sponsor(s):

*If this project includes funding from more than one project sponsor, the project lead above becomes the contributing project sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Section below or attach a separate officially signed letter providing that information. If there is more than one additional page, or a letter from the additional contributors.

Name: MATT DOBBERTEN	
Signature: 	
Title: Alternative Transportation Manager	
Agency: County of Santa Barbara	
Date: Feb. 24, 2016	Amount \$1,231

Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara County

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:	Andrew Carter
Signature:	Andrew Carter
Title:	City Administrator
Agency:	City of Guadalupe
Date:	1/27/16
Amount:	\$1,009 (99314)

Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara County

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:	Michael W. Luther
Signature:	
Title:	Assistant Public Works Director/City Engineer
Agency:	City of Lompoc
Date:	1/27/2016
	Amount \$13,419 (99314)

Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara County

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:	STEVEN B. KAHN		
Signature:	<i>Steven B. Kahn</i>		
Title:	PUBLIC WORKS DIRECTOR		
Agency:	City of Santa Maria		
Date:	1/27/16	Amount	\$9,804 (99314)

Project Title: Expanded Saturday Intercity Transit Service in Santa Barbara County

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:	Brad Vidro
Signature:	
Title:	City Manager
Agency:	City of Solvang
Date:	January 27, 2016
	Amount \$1,088 (99314)

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:	\$142,911	\$0	\$0	\$0
Request Amount per PUC 99314:	\$26,511	\$0	\$0	\$0
Total Project Allocation Request:	\$169,422	\$0	\$0	\$0

Project Title: Expanded Saturday Intercity Transit Service in Santa I
Project Location/Address: Santa Barbara County

Table 1: Project Lead Information

	Legislative District Numbers
Agency Name: <u>Santa Barbara County Association of Governn</u>	Assembly: <u>35, 37</u>
Contact Person: <u>Stephen VanDenburgh</u>	Senate: <u>19</u>
Contact Phone #: <u>805-961-8900</u>	Congressional: <u>24</u>
Email Address: <u>svandenburgh@sbcag.org</u>	Amount: <u>PUC Funds Type:</u>
Address: <u>260 N. San Antonio Road, Suite B</u>	<u>\$ 142911</u> <u>99313</u>
<u>Santa Barbara, CA 93110</u>	<u>\$</u>

Table 2: Contributing Sponsor Information

Name: <u>Multiple sponsors - Forms are attached</u>	Amount :	PUC Fund Type:
Contact: _____	<u>\$ 26,511</u>	<u>99314</u>
Contact Phone #: _____	<u>\$</u>	
Email Address: _____		
Address: _____		

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

TOTAL \$169,422

(*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
X	A2		Aii		B2		Bii
	A3		Aiii		B3		Bii
	A4		Aiv		B4		
	A5						

Table 4: Project Summary

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

Intercity public transit service is not currently provided in North Santa Barbara County on Saturdays. LCTOP funds would be used to establish new transit service on Saturdays between the cities of Santa Maria, Lompoc, Buellton, Solvang, Santa Barbara, and unincorporated areas using existing services that operate on weekdays. This will provide increased level of service where Saturday service does not exist.

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 site map is attached. The project is within Santa Barbara County and serves the one Disadvantaged Community by providing transit service at an adjacent regional transit center (Santa Maria Transit Center) to multiple destinations throughout the region for health, social services, education and shopping trips, etc.

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: n/a
 Operations: 12 months

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 indicated that the expansion will add almost 11,000 annual transit trips that are currently only available through automobile trips. Because no intercity transit service currently operates on Saturdays, all trips can be assumed to replace auto trips. The average one way trip in the service area is 33 miles, significantly reducing VMTs.

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

No public transit service currently operates on Saturdays, so current transit mode share is 0%. Establishing transit service on Saturdays will increase transit mode share from 0%.

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).

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

Effective 11/15

There is one DAC located in Santa Barbara County in the City of Santa Maria. This project will benefit the DAC by provided Saturday service on intercity transit services in Santa Barbara County. The Saturday service will be accessible at the Santa Maria Transit Center which is adjacent to the DAC. Residents of the DAC will be able to reach multiple cities in Santa Barbara with this new service. These locations include the cities of Lompoc, Buellton, Solvang and the Santa Barbara South Coast. This service will provide access to health, social services, education and shopping destinations.

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 type="checkbox"/> Improved Public Health	<input type="checkbox"/> College/University <input type="checkbox"/> Grades K-12
<input type="checkbox"/> Reduced Operating/Maintenance Cost	<input checked="" type="checkbox"/> Promotes Active Transportation (walking, biking)
<input type="checkbox"/> Increase System Reliability	<input 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.

Co-Benefits for this project include: - Promotes Active Transportation by allowing residents to walk or bike to the transit center to access the new Saturday service. Bicycle racks are provided on the buses.

Table 6: Project Schedule

Capital Projects	
Begin Construction Phase (Contract Award)	n/a
End Construction Phase (Contract Acceptance)	n/a
Begin Vehicle/Equipment Order (Contract Award)	n/a
End Vehicle/Equipment Order (Contract Acceptance)	n/a
Begin Closeout Phase	n/a
End Closeout Phase	n/a

Operations Projects	
Begin expanded/enhanced transit services	7/1/2016
End expanded/enhanced transit services	6/30/2017
Begin Closeout Phase	7/1/2017

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 operating plan includes created new expanded service on Saturdays on intercity transit services in Santa Barbara County. The services include the Breeze Routes 100 and 200 and Wine Country Express that operate between the cities of Santa Maria, Lompoc, Buellton and Solvang. Riders can access the services at the Santa Maria Transit Center which is located adjacent to the DAC in Santa Barbara County. There will also be Saturday service on the Clean Air Express that travels from Santa Maria to the Santa Barbara South Coast. Riders can access the Clean Air Express service at the Santa Maria Transit Center also. The services which operate on Saturdays where service does not exist.

b) Describe the fare structure for this system.

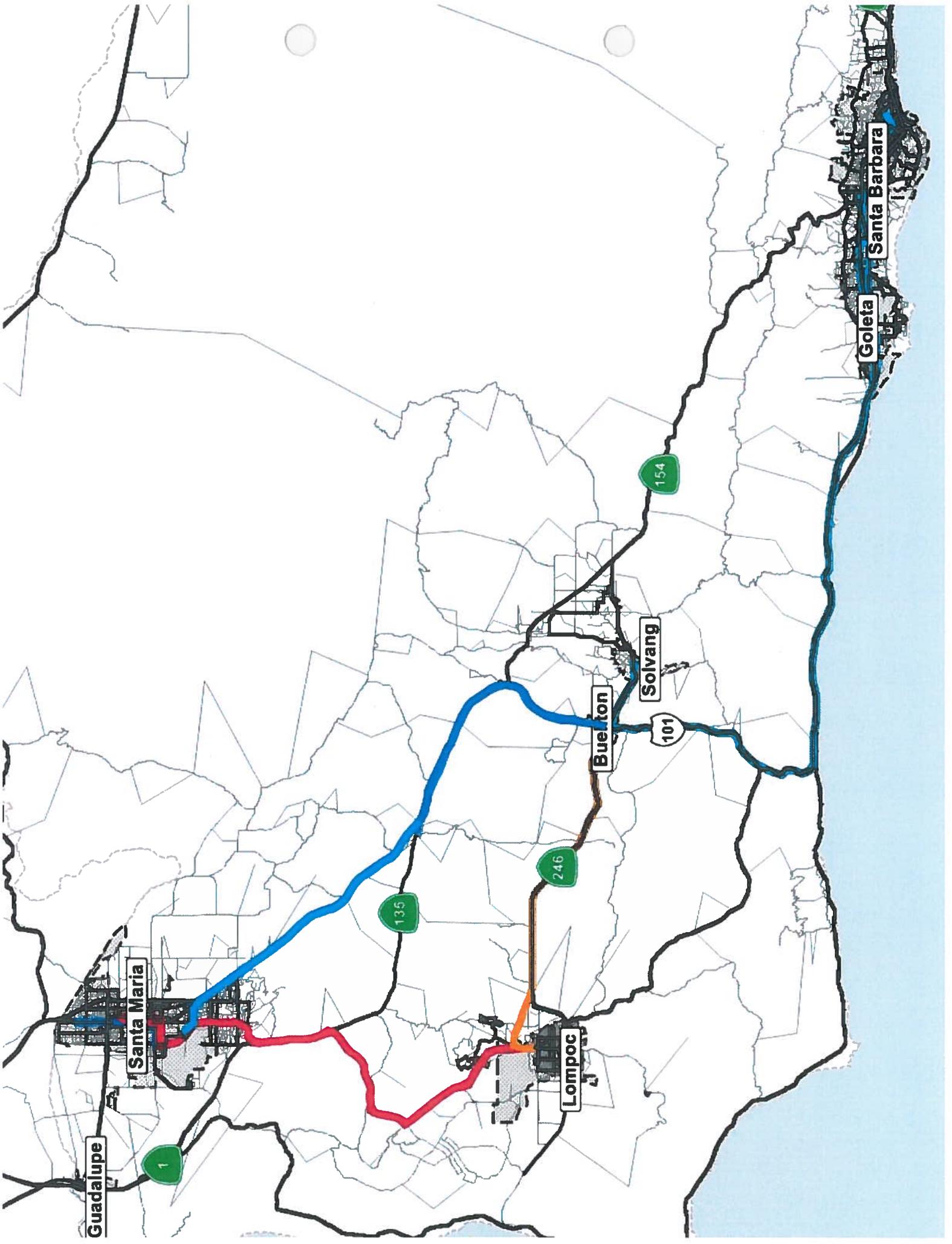
The fare structure will be based on current fares used by the City of Santa Maria, City of Lompoc and Clean Air Express. Riders will be able to purchase a transfer between services to connect to various locations in Santa Barbara County

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

Saturday ridership is projected to average 100% of weekday ridership

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

Existing services were used to generate operating costs.



Guadalupe

Santa Maria

Lompoc

Buelton

Solvang

Goleta

Santa Barbara

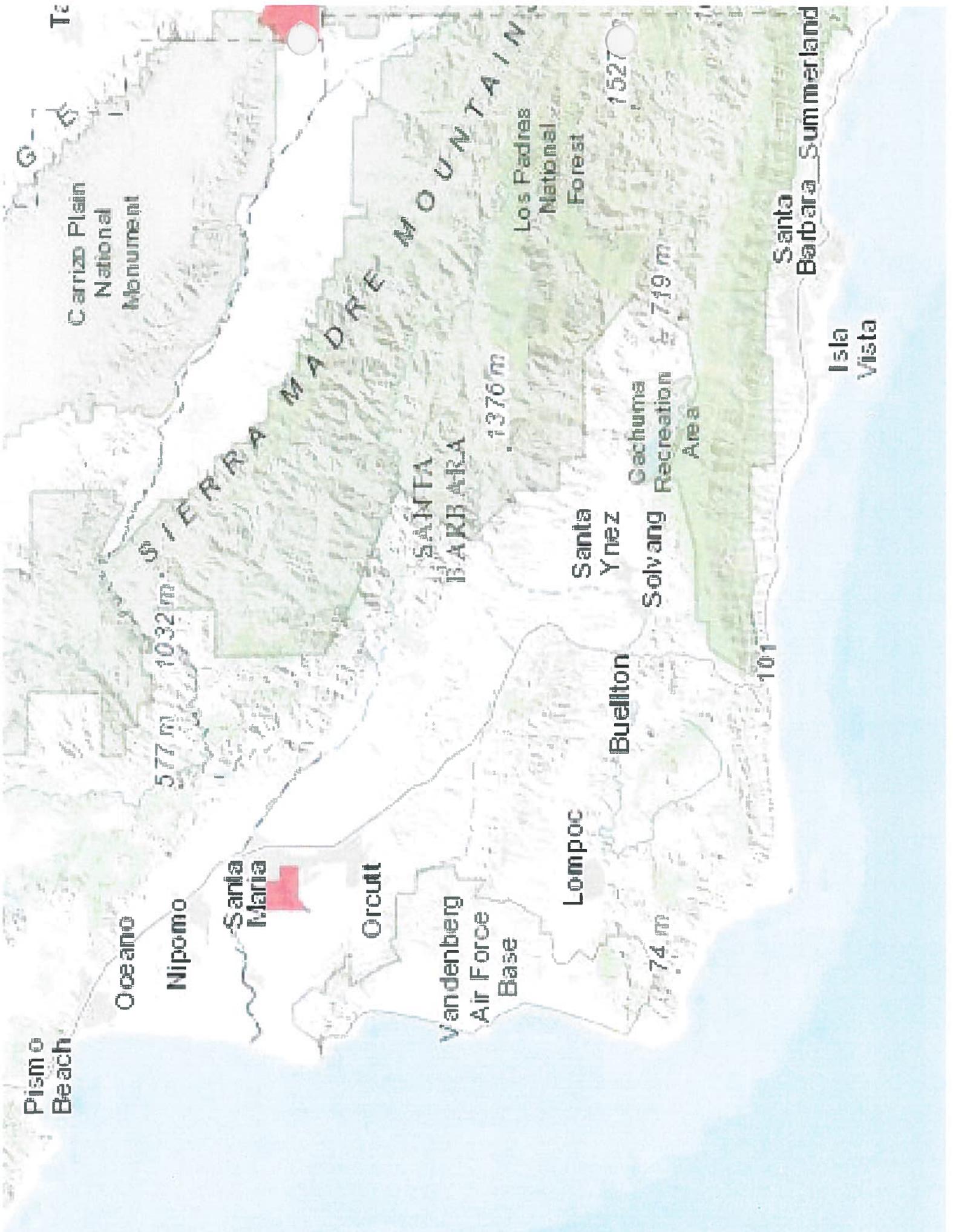
1

135

246

101

154



Pismo Beach

Oceano

Nipomo

Santa Maria

Orcutt

Vandenberg Air Force Base

Lompoc

Buellton

Santa Ynez

Solvang

Cachuma Recreation Area

Los Padres National Forest

Santa Barbara Summerland

Isla Vista

577 m

1032 m

1376 m

719 m

1527 m

74 m

101

SANTA YNEZ MOUNTAINS

Carrizo Plain National Monument

Te

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.

Sarkes Khachek	Phone: 805-961-8900	Date: 2/1/2016
Approval Authority: Sign and date	Jim Kemp, 805-961-8900	

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

Proposed Total Project Cost								
Component	Prior	FY 15/16	FY _____	Project 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	0	0	0	0	0	0	0
Operations/Other	0	169,422	0	0	0	0	0	169,422
TOTAL	0	169,422	0	0	0	0	0	169,422

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 15/16	FY _____	Total				
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other		169,422						169,422
TOTAL	0	169,422	0	0	0	0	0	169,422

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

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

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



Low Carbon Transit Operations Program TOTAL PROJECT COST AND FUNDING PLAN

Funding Source:								
Component	Prior	FY 15/16	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 _____	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 _____	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 _____	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 _____	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**

Project Name:	Expanded Sat. Intercity Transit Service in Santa Barbara Co.
Project ID:	0

Inputs in **RED** must be filled out

Results	GHG Emissions (MTCO2e)	Description
Net GHG Benefits	470.07	Total GHG Emission Reductions (MTCO2e)
LCTOP Funds Requested (\$)	169,422.00	Funds requested per State Controller's Office Eligible list for FY 2015-16
Total LCTOP Funds Requested (\$)	169,422.00	Includes all LCTOP allocations the applicant intends to utilize (up to three FY allocations including FY 2015-16) for the proposed project. Use the State Controller's Office Eligible list for FY 2015-16 allocation funding amounts to estimate the subsequent funding allocations.
Total GGRF Funds Requested (\$)	168,422.00	Includes the Total LCTOP fund requested and any other GGRF Program monies
Total GHG Emission Reductions /Total GGRF Funds Requested (\$)	0.0028	The metric to be reported in the application.

Displaced Autos Details							New/Expanded Vehicle Details		
Yr1 Annual Ridership	YrF Annual Ridership	Adjustment (A)	Length (L)	Adjustment (AA)	Length (LL)	Annual Average VMT Displaced	Fuel Type	Engine MY	Annual VMT or Units of Fuel
10,000	11,000	0.83	133.00	0.50	1.50	1,152,558.75	Diesel	2015	36,232
						-			
						-			
						-			
						-			
						-			
						-			
						-			
						-			
						-			



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

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

OF THE _____ Santa Barbara County Association of Governments _____
(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.

_____ Jim Kemp, Executive Director _____ OR
(Name and Title of Authorized Agent)

_____ OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent)

_____ Jim Kemp _____
(Print Name) (Title)

_____  _____
(Signature)

Approved this _____ first _____ day of _____ February _____, 2016 _____

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: Santa Barbara County Association of Governments

Agency Name: Santa Barbara County Association of Governments

Effective Date of this Document: 2/1/2016

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: Jim Kemp, Executive Director
AUTHORIZING OFFICER, Title
Unit/Department/Agency

**RESOLUTION OF THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS**

**CERTIFICATIONS AND ASSURANCES AND
AUTHORIZED AGENT FORMS FOR CAP AND TRADE
LOW CARBON TRANSIT OPERATIONS PROGRAM
FOR FISCAL YEAR 2015/16**

RESOLUTION NO. 16-01

WHEREAS, the Santa Barbara County Association of Governments has been designated as the Regional Transportation Planning Agency; and

WHEREAS, the Santa Barbara County Association of Governments 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, SBCAG, as a transportation planning agency, that is eligible for State Transit Assistance funds, per Public Utilities Code (PUC) section 99313, is eligible for allocations from the Greenhouse Gas Reduction Fund for this program. The allocation share is determined by formula based on the ratio of the population of the area under its jurisdiction to the total population of the state; and

WHEREAS, the Santa Barbara County Association of Governments approves Fiscal Year 2015/16 LCTOP PUC section 99313 funding for projects sponsored by the City of Guadalupe, Santa Barbara Metropolitan Transit District and SBCAG;

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 Santa Barbara County Association of Governments wishes to delegate authorization to execute these documents and any amendments thereto to the Executive Director.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Santa Barbara County Association of Governments that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances

document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT the Santa Barbara County Association of Governments approves the LCTOP allocation requests described in the staff report of January 21 Item 8B for submittal to California Department of Transportation, Division of Mass Transportation.

IT IS FURTHER RESOLVED THAT the Executive Director be authorized to execute all required documents of the LCTOP program and any Amendments thereto, other than agreements that require Board approval, with the California Department of Transportation.

PASSED AND ADOPTED this 21st day of January 2016 by the following vote:

AYES: CARBAJAL, FARR, ADAM, LAVAGNINO, RICHARSON, ACEVES, LIZALDE, MOSBY, CLARK, WHITE, PATINO, SIERRA AND WOLF

NOES:

ABSENT:

ABSTAIN:

ATTEST:

The Clerk of the Board

Jim Kemp
Executive Director

Janet Wolf, Chair
Santa Barbara County
Association of Governments

APPROVED AS TO FORM:

William M. Dillon

William M. Dillon
Senior Deputy, County Counsel

**RESOLUTION OF THE SANTA BARBARA
COUNTY ASSOCIATION OF GOVERNMENTS**

**AUTHORIZATION FOR THE EXECUTION
OF THE LOW CARBON TRANSIT
OPERATIONS PROGRAM (LCTOP) PROJECT:
NORTH COUNTY INTERCITY SATURDAY SERVICE**

RESOLUTION NO. 16-04

WHEREAS, the Santa Barbara County Association of Governments 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 Santa Barbara County Association of Governments wishes to implement the LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Santa Barbara County Association of Governments 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 Santa Barbara County Association of Governments 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: North Santa Barbara County Intercity Saturday Service

Amount of LCTOP funds requested: \$142,911

Short description of project: This service will provide expanded transit service on Saturdays between the disadvantaged community and Santa Maria, Lompoc, Buellton, Solvang, the cities of South Santa Barbara County and unincorporated Santa Barbara County that will benefit the Disadvantaged Community identified in Santa Barbara County.

Contributing Sponsors (if applicable): Cities of Guadalupe, Lompoc, Santa Maria and Solvang, and County of Santa Barbara.

PASSED AND ADOPTED this 21st day of January 2016 by the following vote:

AYES: CARBAJAL, FARR, ADAM, LAVAGNINO, RICHARDSON, ACEVES, LIZALDE, MOSBY, CLARK, WHITE, PATINO, SIERRA AND WOLF

NOES:

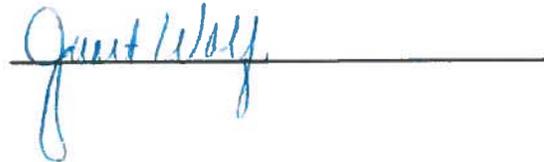
ABSENT:

ABSTAIN:

ATTEST:

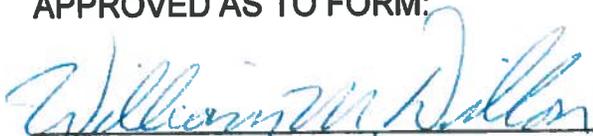


Jim Kemp
Executive Director



Chair
Santa Barbara County
Association of Governments

APPROVED AS TO FORM:



William M. Dillon
Senior Deputy, County Counsel