

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (SUMMARY)

Project Information:

| | |
|--|--|
| Lead Agency: | City of Elk Grove |
| Project Name: | E-tran Local Route 156 Transit Service Frequency Improvements |
| Project Type: <i>See Attachment A</i> | A2: Expand/Enhance transit service |
| Description of Project (Short): | Increase service frequency on local e-tran Route 156 to 15-minute headways during weekday AM/PM peak periods |
| Project Location: | City of Elk Grove (see attached Project Map) |
| Project Start Date (anticipated): | Sep-15 |
| Project End Date (anticipated): | Jun-18 |

Funding Information:

| | |
|--------------------------------|------------|
| Funding Year: | FY 2015/16 |
| Requested Amount of PUC 99313: | \$157,074 |
| Requested Amount of PUC 99314: | \$16,918 |
| Total LCTOP Funding: | \$173,992 |
| Total Project Cost: | \$615,170 |

Project Benefits:

Greenhouse Gas Benefits (off of worksheet)

| | |
|--------------------------------|-------------------------|
| Estimated GHG Reduction: | 12.5 MTCO _{2e} |
| Project Life: | 1 year |
| Estimated Total GHG Reduction: | 0.0001 |

Disadvantaged Communities (DAC) Benefits:

| | |
|---|---|
| Does your service area have a DAC? | Yes |
| Does the Project Benefit a DAC? | Yes |
| Identify the DAC Census Tracts? | See attached Project Map |
| 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 ½ mile of a DAC. |
| Qualitative Description of DAC Benefit? | Improved service frequency and greater connectivity to other regional transit modes. |
| Describe the DAC Need Project Addresses? | Improving transit service frequency and connectivity to the region allows greater access to the region's jobs/employment centers that are located in downtown Sacramento. |
| Total GGRF \$ Allocated to DAC | \$173,992 |

Co-benefit

| | |
|-----------------------------------|-------------------------------|
| Critical Air Pollution Reduction: | N/A |
| VMT Reduction: | 629,561.28 auto VMT displaced |
| Ridership Increase | 5% to 8% or 183,012 |
| Fuel Ues Reduction: | N/A |
| Energy Use Reduction: | N/A |

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (ALLOCATION)

| | |
|---|---------------------------|
| Regional Entity: SACOG | |
| Project Lead: City of Elk Grove | County: Sacramento |
| Project Title: E-tran Local Route 156 Transit Service Frequency Improvements | |

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: Laura S. Gill

Signature: *Laura S. Gill*

Title: City Manager

Agency: City of Elk Grove

Date: 1-25-16

Amount: \$16,918

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: Azadeh Doherty

Signature: *Azadeh Doherty*

Title: Senior Planner

Agency: Sacramento Area Council of Governments (SACOG)

Date: 1-27-16

Amount: \$157,074

Low Carbon Transit Operations Program (LCTOP)

PROJECT DESCRIPTION AND ALLOCATION REQUEST (FUNDING)

| <i>LCTOP Allocation</i> | 15/16 | 16/17 | 17/18 |
|--|-----------|-------|-------|
| Request Amount per PUC 99313: | \$157,074 | \$0 | \$0 |
| Request Amount per PUC 99314: | \$16,918 | \$0 | \$0 |
| Total Project Allocation Request: | \$173,992 | \$0 | \$0 |

Project Title: E-tran Local Route 156 Transit Service Frequency Improvements

Project Location/Address: Elk Grove Boulevard and Bruceville Road (see Project Map)

Table 1: Project Lead Information

| | Legislative District Numbers |
|---|-------------------------------------|
| Agency Name: <u>City of Elk Grove</u> | Assembly: <u>10, 15</u> |
| Contact Person: <u>Mike Costa</u> | Senate: <u>1, 5</u> |
| Contact Phone #: <u>916.478.2264</u> | Congressional: <u>3</u> |
| Email Address: <u>mcosta@elkgrovecity.org</u> | Amount: <u>PUC Funds Type:</u> |
| Address: <u>8401 Laguna Palms Way</u> | <u>\$ 16,918</u> <u>99314</u> |
| <u>Elk Grove, CA 95758</u> | <u>\$</u> |

Table 2: Contributing Sponsor Information

| | | |
|--|-------------------|----------------|
| Name: <u>SACOG</u> | Amount : | PUC Fund Type: |
| Contact: <u>Azadeh Doherty</u> | <u>\$ 157,074</u> | <u>99313</u> |
| Contact Phone #: <u>916.340.6221</u> | <u>\$</u> | |
| Email Address: <u>adoherty@sacog.org</u> | | |
| Address: <u>1415 L Street, Suite 300, Sacramento (</u> | | |

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

TOTAL \$173,992

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

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

Table 3: Type of Project

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

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

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 is eligible for LCTOP funds as a Category A-2 project. The project consists of increasing service frequency on e-tran's local Route 156 during peak weekday AM/PM peak commute periods. Increased service frequency during commute periods is anticipated to attract more passengers to utilize this bus service in order to connect to the CRC Blue Line light rail station, rather than commute to/from downtown Sacramento from Elk Grove via single occupancy vehicle modes. While there are many factors that affect ridership on this route, from August 2015 (pre-service frequency improvements) to October 2015 (post-service frequency improvements), ridership increased on Route 156 by 3,297, or approximately 29%. It is too early to determine whether or not this increase is due to the new service frequency improvements, or other seasonal factors, because staff would need an entire year's worth of data to compare to previous year's ridership data. It is anticipated that this improved service would lead to a 5% to 8% ridership increase on Route 156. The City further anticipates using this ridership data to determine the feasibility of a limited stop express or bus rapid transit service, which could eventually replace Route 156 in order to provide Elk Grove residents with a more frequent, all-day, local express service to and from the CRC light rail station.

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>.

See attached map identifying Local Route 156 and the State designated disadvantaged community located within the City of Elk Grove.

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

Capital:
 Operations: 12 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. If available, please provide the expected amount of VMT reductions and greenhouse gas reductions.

The increased service frequency on Route 156 is anticipated to generate an overall increase of 5% to 8% in ridership on E-tran's transit system and RT's light rail service. This ridership increase would equate to approximately 183,012 annual riders on Route 156. Improving the service frequency on 156 added 20 trips to the route each day, resulting in a total of 78 daily, 7.08-mile trips for riders to access connections to the CRC light rail station and travel to/from downtown Sacramento via light rail. Given its local service nature, Route 156 does not include any park and ride lots. However, with the service frequency improvements, it is anticipated that more riders will be attracted to access the local route directly via walking or bicycling, take the service to light rail at CRC, and transfer to light rail as an alternative mode of travel to/from Sacramento in order to avoid existing traffic congesting on State Route 99 and Interstate 5. Attracting residents to convert from their single-occupancy vehicle travel to a bus/light rail travel mode would reduce greenhouse gas emissions in the region due to the reduction of single-occupancy vehicle travel trips to/from Sacramento from Elk Grove. Using the CARB GHG emission reduction calculator, it is estimated that this improved service would result in an annual displacement of 629,561 automobile VMT.

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

Effective September 2015, E-tran Route 156 began improved frequency during AM/PM peak periods to the CRC RT Blue Line light rail station (resulting in 20 trips more per day). Since RT's Blue Line light rail service provides Elk Grove residents with a connection to/from downtown Sacramento, it is anticipated that increasing the service frequency on this route during peak commute periods would attract residents to utilize both bus and light rail transportation modes during commute periods, rather than their single-occupancy vehicle mode, in order to avoid existing traffic congestions on the two freeways leading into downtown Sacramento from Elk Grove.

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

| | | | |
|--------------------------|----|--------------------------|----|
| <input type="checkbox"/> | 1A | <input type="checkbox"/> | 2A |
| <input type="checkbox"/> | 1B | <input type="checkbox"/> | 2B |
| <input type="checkbox"/> | 1C | <input type="checkbox"/> | 2C |
| <input type="checkbox"/> | 1D | | |

Transit Projects

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

E-tran Route 156 currently serves a State identified disadvantaged community area within Elk Grove (refer to attached Project Map). Bus stops along Elk Grove Boulevard currently provide and will continue to allow access to Route 156 from the disadvantaged community area. With its connection to the light rail station at CRC, improved service frequency on Route 156 (an addition of 20 trips per day) will create improved transit connectivity to intercity light rail service for residents living within the disadvantaged community that may be using light rail service to connect to employment areas in downtown Sacramento.

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 checked="" type="checkbox"/> Coordination with Educational Institutions |
| <input type="checkbox"/> Improved Public Health | <input checked="" type="checkbox"/> College/University <input type="checkbox"/> Grades K-12 |
| <input type="checkbox"/> Reduced Operating/Maintenance Cost | <input type="checkbox"/> Promotes Active Transportation (walking, biking) |
| <input 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.

It is anticipated that continuing the service frequency improvements on Route 156 will have the following benefits: a) attract more passengers to utilize the service during commute hours, leading to an overall increase of 5% to 8% in ridership for Route 156, b) provide multimodal options for commuters traveling to/from Elk Grove that would utilize the improved Route 156 service and connect to light rail service at CRC, c) increase desirability and ridership from students at the Cosumnes River College (CRC) traveling to/from the City of Elk Grove, and d) reduce vehicle miles traveled and traffic congestion on State Route 99 from Elk Grove commuters that choose to utilize the improved Route 156 service, and connect to light rail service, in order to travel to/from downtown Sacramento for work during the weekday.

Table 6: Project Schedule

| Capital Projects | |
|---|--------|
| Begin Construction Phase (Contract Award) | |
| End Construction Phase (Contract Acceptance) | |
| Begin Vehicle/Equipment Order (Contract Award) | |
| End Vehicle/Equipment Order (Contract Acceptance) | |
| Begin Closeout Phase | |
| End Closeout Phase | |
| Operations Projects | |
| Begin expanded/enhanced transit services | Jul-16 |
| End expanded/enhanced transit services | Jun-17 |

| | |
|----------------------|--|
| 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.

Effective September 2015, with the opening of the RT's Blue Line light rail service at the CRC station, E-tran's Route 156 began operating at a 15-minute frequency during peak weekday AM/PM commute periods. The Route 156 was slightly modified to terminate at the CRC light rail station, with service being discontinued to the existing Meadowview light rail station. Service to Meadowview light rail station is no longer needed, and would be duplicative, since the CRC light rail station provides access to the Blue Line light rail service and is much closer to Elk Grove than the Meadowview station. Riders traveling to Elk Grove from the Meadowview light rail station would no longer get off at Meadowview; but, would instead connect to the E-tran system at the new CRC station (terminus of the Blue Line light rail corridor). Apart from using the FY 2015/16 LCTOP funds to cover expenses directly associated with the operation of the Route 156 service frequency improvements, staff has considered using some of the funding to assist with promotional opportunities, such as offering a free ride day, that would encourage more riders to try Route 156. The LCTOP funds would be used to offset the loss in revenues due to the free ride promotional event.

b) Describe the fare structure for this system.

The fare structure for Route 156 will remain the same as the current price schedule, the current fare for a one-way trip is \$2.25. However, Transit staff is currently reviewing all E-tran bus service fares and considering possible fare structure changes for the local and commuter service routes. No fare changes will be made without ample public participation, outreach, and direction from the City of Elk Grove City Council.

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

In September of 2015, Sacramento Regional Transit began operating Blue Line light rail service to a new light rail station at Cosumnes River College (CRC), providing riders with 15-minute frequency on the Blue Line light rail service, and all day connections to and from downtown Sacramento. The increased frequency on Route 156 began shortly after the new light rail service, and provided riders with 20 more daily connections to the light rail station so that they could access downtown Sacramento more frequently. While it is still too early to determine whether or not this service improvement has increased ridership on Route 156, staff will continue to monitor monthly ridership on Route 156, as well as coordinate with RT staff to determine how many new riders are using the route to access the light rail service at CRC. Based on the City's Fiscal Year 14-15 ridership data, Route 156 provided service to an average of 674 daily riders. With RT's light rail service to CRC, the City's Transit staff anticipates Route 156's ridership to increase by 5% in FY15-16 (the first year that the service frequency changes will become effective). It will take an entire year to determine how this service change has impacted ridership on Route 156.

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

Prior to September 2015, e-tran Route 156 provided 30-minute service frequency, Monday through Friday, 5:50 a.m. to 10:30 p.m., with service to RT's Meadowview light rail station for riders to connect to the existing terminus of the Blue Line light rail service. Effective September 2015, Route 156 was slightly modified to terminate at CRC (a reduction of approximately 5 miles in trip length) and operate at a 15-minute frequency from 6:30 a.m. to 8:30 a.m. (AM peak period), and from 4:00 p.m. to 5:30 p.m. (PM peak period). With this increase in frequency, Route 156 will operate for approximately 50 revenue hours per day (78 daily trips), with the annual cost being estimated at \$615,170. The LCTOP funds would be used to help offset a portion of this annual cost, with State TDA funds being used to cover the remainder of the annual cost to operate Route 156 with increased service frequency.



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) Mike Costa Phone: 916.478.2264 Date: 1-29-16

Approval Authority: Sign and date
Laura S. Gill 1/29/16
 Typed name and phone number: Laura S. Gill, 916.478.2220

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

| Proposed Total Project Cost | | | | | | | | Project |
|-----------------------------|-------|------------|------------|----|----|----|----|-----------|
| Component | Prior | FY 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Operations/Other | 0 | 615,170 | 615,170 | 0 | 0 | 0 | 0 | 1,230,340 |
| TOTAL | 0 | 615,170 | 615,170 | 0 | 0 | 0 | 0 | 1,230,340 |

| Low Carbon Transit Operations Program (LCTOP) | | | | | | | | Total |
|---|-------|------------|------------|----|----|----|----|---------|
| Component | Prior | FY 2014-15 | FY 2015-16 | FY | FY | FY | FY | |
| PA&ED | | | | | | | | 0 |
| PS&E | | | | | | | | 0 |
| R/W | | | | | | | | 0 |
| CON | | | | | | | | 0 |
| Veh/Equip Purchase | | | | | | | | 0 |
| Operations/Other | | 59,300 | 173,992 | | | | | 233,292 |
| TOTAL | 0 | 59,300 | 173,992 | 0 | 0 | 0 | 0 | 233,292 |

| Funding Source: Transportation Development Act - Local Transportation Funds (TDA-LTF) | | | | | | | | Total |
|---|-------|------------|------------|----|----|----|----|---------|
| Component | Prior | FY 2014-15 | FY 2015-16 | FY | FY | FY | FY | |
| PA&ED | | | | | | | | 0 |
| PS&E | | | | | | | | 0 |
| R/W | | | | | | | | 0 |
| CON | | | | | | | | 0 |
| Veh/Equip Purchase | | | | | | | | 0 |
| Operations/Other | | 555,870 | 441,178 | | | | | 997,048 |
| TOTAL | 0 | 555,870 | 441,178 | 0 | 0 | 0 | 0 | 997,048 |

| Funding Source: | | | | | | | | Total |
|--------------------|-------|------------|------------|----|----|----|----|-------|
| Component | Prior | FY 2014-15 | FY 2015-16 | FY | FY | FY | FY | |
| 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: | | | | | | | | Total |
|--------------------|-------|------------|------------|----|----|----|----|-------|
| Component | Prior | FY 2014-15 | FY 2015-16 | FY | FY | FY | FY | |
| 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 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Funding Source: | | | | | | | | |
|------------------------|----------|------------|------------|----------|----------|----------|----------|----------|
| Component | Prior | FY 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Funding Source: | | | | | | | | |
|------------------------|----------|------------|------------|----------|----------|----------|----------|----------|
| Component | Prior | FY 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Funding Source: | | | | | | | | |
|------------------------|----------|------------|------------|----------|----------|----------|----------|----------|
| Component | Prior | FY 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| Funding Source: | | | | | | | | |
|------------------------|----------|------------|------------|----------|----------|----------|----------|----------|
| Component | Prior | FY 2014-15 | FY 2015-16 | 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 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| 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 |
| 183,012 | 183,012 | 0.50 | 7.08 | 0.10 | 2.00 | 629,561.28 | CNG | 2015 | 139,717 |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |
| | | | | | | - | | | |



**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: | E-tran Route 156 Service Frequency Improvements |
| Project ID: | 0 |

Inputs in **RED** must be filled out

| Results | GHG Emissions (MTCO2e) | Description |
|---|------------------------|---|
| Net GHG Benefits | 12.49 | Total GHG Emission Reductions (MTCO2e) |
| LCTOP Funds Requested (\$) | 173,992.00 | Funds requested per State Controller's Office Eligible list for FY 2015-16 Includes all LCTOP allocations the applicant intends to utilize (up to three FY allocations including FY 2015-16) for the proposed project. Use the State Controller's Office Eligible list for FY 2015-16 allocation funding amounts to estimate the subsequent funding allocations. |
| Total LCTOP Funds Requested (\$) | 233,292.00 | |
| Total GGRF Funds Requested (\$) | 233,292.00 | Includes the Total LCTOP fund requested and any other GGRF Program monies |
| Total GHG Emission Reductions /Total GGRF Funds Requested (\$) | 0.0001 | The metric to be reported in the application. |

Etran Local Route 156 Service Frequency Improvements



GENIER-PKWAY

GALVINE-RD

SHELDON-RD

LAGUNA-BLVD

BRUCEVILLE RD

BOND-RD

HARBOUR-POINT-DR

FRANKLIN-BLVD

WATERMAN-RD

CLARKE FARMS DR

WILFARD-PKWAY

WHITELOCK-PK

BILBY-RD





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

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

OF THE City of Elk Grove
(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.

Laura S. Gill, City Manager OR
(Name and Title of Authorized Agent)

(Name and Title of Authorized Agent) OR

(Name and Title of Authorized Agent)

Gary Davis Mayor
(Print Name) (Title)

[Signature]
(Signature)

Approved this 13th day of January, 2016

Attachment: Board Resolution approving Authorized Agent

Low Carbon Transit Operations Program (LCTOP) CERTIFICATIONS AND ASSURANCES

Project Sponsor: City of Elk Grove

Agency Name: City of Elk Grove

Effective Date of this Document: 1-25-16

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: Laura S. Gill
Laura S. Gill, City Manager
City of Elk Grove

RESOLUTION NO. 2016-001

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE AUTHORIZING THE CITY MANAGER TO APPLY FOR FISCAL YEAR 2015-16 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FUNDS, IN THE AMOUNT OF \$173,992, FOR CONTINUED TRANSIT SERVICE FREQUENCY IMPROVEMENTS TO E-TRAN LOCAL ROUTE 156, AND AUTHORIZING THE CITY MANAGER TO ACT AS THE AUTHORIZING AGENT FOR THE PURPOSE OF EXECUTING ALL REQUIRED DOCUMENTS FOR THE RECEIPT AND ADMINISTRATION OF LCTOP FUNDS

WHEREAS, the City of Elk Grove 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 City of Elk Grove wishes to delegate authorization to execute these documents and any amendments thereto to the City Manager; and

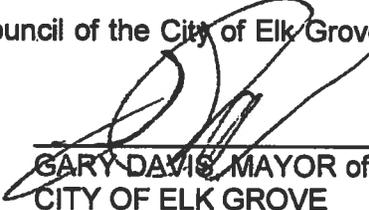
WHEREAS, the City of Elk Grove wishes to implement the LCTOP project listed above.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Elk Grove 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; and

BE IT FURTHER RESOLVED that the City Council of the City of Elk Grove authorizes the City Manager to execute all required documents of the LCTOP program with the California Department of Transportation, act as the Authorizing Agent for the purpose of executing all required documents for the receipt and administration of LCTOP funds, and submit the following project nomination and allocation request to the Department for FY 2015-16 LCTOP funds:

Project Name: E-tran Local Route 156 Service Frequency Improvements
Amount of LCTOP funds requested: \$173,992
Short description of project: Improved service frequency on e-tran Local Route 156 during AM/PM peak commute periods
Contributing Sponsor: Sacramento Area Council of Governments (SACOG)

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 13th day of January 2016.



GARY DAVIS, MAYOR of the
CITY OF ELK GROVE

APPROVED AS TO FORM:



JONATHAN P. HOBBS,
CITY ATTORNEY

ATTEST:



JASON LINDGREN, CITY CLERK

**CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2016-001**

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) **ss**
CITY OF ELK GROVE)

I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on January 13, 2016 by the following vote:

AYES : COUNCILMEMBERS: Davis, Ly, Detrick, Hume, Suen

NOES: COUNCILMEMBERS: None

ABSTAIN : COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None




**Jason Lindgren, City Clerk
City of Elk Grove, California**

I, **JASON LINDGREN**, City Clerk of the City of Elk Grove, do hereby certify as follows:

I am the duly appointed, qualified City Clerk of the City of Elk Grove, a California municipal corporation; as such City Clerk, I am the custodian of the official records of the City Council of said City. The attached resolution, is a full, true, and correct copy of **Resolution No. 2016-001**, on file in the Office of the City Clerk.

IN WITNESS WHEREOF, I have hereto affixed my hand and the seal of the City of Elk Grove on January 14, 2016.


JASON LINDGREN, CITY CLERK
CITY OF ELK GROVE

