

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

**Project Information:**

Lead Agency:	Sacramento Regional Transit District
Project Name:	Connect Card - Operations
Project Type: <i>See Attachment A</i>	A4: Network/fare integration
Description of Project (Short):	Operations implementation of the Sacramento region's new smart card transit fare system, which will allow passengers to use one card to ride multiple transit systems.
Project Location:	Sacramento, CA
Project Start Date (anticipated):	Jul-16
Project End Date (anticipated):	Jul-17

**Funding Information:**

Funding Year:	2015/16
Requested Amount of PUC 99313:	\$ 45,000
Requested Amount of PUC 99314:	\$ -
Total LCTOP Funding:	\$ 45,000
Total Project Cost:	\$ 334,084

**Project Benefits:**

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

Estimated GHG Reduction:	529.03 (MTCO <sub>2e</sub> )
Project Life:	1 year
Estimated Total GHG Reduction:	529.03 (MTCO <sub>2e</sub> )

**Disadvantaged Communities (DAC) Benefits:**

Does your service area have a DAC?	Yes
Does the Project Benefit a DAC?	Yes
Identify the DAC Census Tracts?	Yes
Identify Specific DAC Benefit Criteria? <i>See Attachment B</i>	TP 1C: Project improves transit connectivity at stations or stops in a disadvantaged community.
Qualitative Description of DAC Benefit?	Improves transit connectivity by allowing DAC transit riders to pay for trips on any participating provider using one electronic card
Describe the DAC Need Project Addresses?	Makes fare payment more secure efficient, and convenient (light rail stations, retail outlets, online); allows better coordination of transit trips across multiple transit jurisdictions in the region.
Total GGRF \$ Allocated to DAC	45,000

**Co-benefit**

Critical Air Pollution Reduction:	More efficient transit service delivery encourages increased ridership, less GHG
VMT Reduction:	Per capita average of 12.5 miles one-way trip; 6,250 fewer VMT per weekday
Ridership Increase	500 trips per day estimated
Fuel Use Reduction:	
Energy Use Reduction:	



## 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>
<b>Request Amount per PUC 99313:</b>	\$45,000	\$0	\$0	\$0
<b>Request Amount per PUC 99314:</b>	\$0	\$0	\$0	\$0
<b>Total Project Allocation Request:</b>	\$45,000	\$0	\$0	\$0
<b>Project Title:</b>	Connect Card - Operations			
<b>Project Location/Address:</b>	Sacramento, CA			

### Table 1: Project Lead Information

	Legislative District Numbers
Agency Name: Sacramento Regional Transit District	Assembly: 6,7,8,9
Contact Person: Joe Paglieroni	Senate: 1,3,4,6,8
Contact Phone #: 916-321-2956	Congressional: 3,4,6,7
Email Address: <a href="mailto:jpaglieroni@sacrt.com">jpaglieroni@sacrt.com</a>	Amount: PUC Funds Type:
Address: 1400 29th St. PO Box 2110	\$
Sacramento, CA 95812-2210	\$

### Table 2: Contributing Sponsor Information

Name: SACOG	Amount :	PUC Fund Type:
Contact: Azadeh Doherty	\$ 45,000	PUC 99313
Contact Phone #: 916-340-6221	\$	
Email Address: <a href="mailto:adoherty@sacog.org">adoherty@sacog.org</a>		
Address: 1415 L St. Sacramento, CA 95814		

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

**TOTAL \$45,000**

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

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

**Table 3: Type of Project**

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

<u>Operations Projects</u>		<u>Capital Projects</u>	
<input type="checkbox"/>	A1	<input type="checkbox"/>	Ai
<input type="checkbox"/>	A2	<input type="checkbox"/>	Aii
<input type="checkbox"/>	A3	<input type="checkbox"/>	Aiii
<input checked="" type="checkbox"/>	A4	<input type="checkbox"/>	Aiv
<input type="checkbox"/>	A5	<input type="checkbox"/>	
		<input type="checkbox"/>	B1
		<input type="checkbox"/>	B2
		<input type="checkbox"/>	B3
		<input type="checkbox"/>	B4
		<input type="checkbox"/>	Bi
		<input type="checkbox"/>	Bii
		<input type="checkbox"/>	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 Connect Card is identified as Category A-4 Network/Fare Integration and is the Sacramento region's network/fare integration smart card fare payment system that will allow transit users to ride seven transit systems using a single fare instrument becoming operational by April 2016. The system will be implemented in phases beginning April 2016 and expand to region-wide coverage over the ensuing 12 months and includes expansion of the service from Sacramento Regional Transit's service area which accounts for approximately 80% of the region's transit ridership to eight (8) additional transit providers in the region including El Dorado Transit commuter routes, e-tran, Folsom Stage Lines, Roseville Transit, Yolobus, and Yuba Sutter Transit.

Initial funding is provided by FY 2014/15 LCTOP which was awarded in June 2015. This application is for a second round of funding that will continue to fund the project after the initial LCTOP is spent.

The Connect Card for the Sacramento region serves multiple purposes:

- 1) Seamlessly integrates the nine (9) transit providers in the region giving the transit user a simple approach to utilizing transit, irrespective of origin or destination.
- 2) Facilitates the use of transit region wide by eliminating existing confusion riders may experience having to utilize different fare media across multiple transit jurisdictions and especially for riders with discounted tickets who otherwise have to apply for and maintain discounts with multiple transit providers (Connect Card will allow for a single discount fare).
- 3) Add security for all users by eliminating the need to carry money or paper tickets that can be subject to loss or theft, as well as provide verification of balances, and electronic transfers for fares.
- 4) Provides convenient ways for transit users to pay for fares, including retail outlets in all communities, and "add fare" machines at light rail stations, and online websites.

- 5) Provides better ridership data to assist participating transit agencies in tailoring routes and refining schedules, better serving the actual customer travel patterns. More efficient transit service delivery will also encourage increased ridership.
- 6) Reduces fare evasion through the elimination of (counterfeit) paper tickets, improving farebox recovery.
- 7) Improves operations by allowing for faster and easier boarding (without cash or paper ticket or transfer handling and payment disagreements, etc.) improving on-time performance.

The Connect Card is a multi-faceted system of hardware (card readers on trains and buses, fare machines, and retail machines), software (back office accounting and fare reloading, passes, discount fare tracking, etc.), and security systems (anti-fraud, on-site payment checking, etc.). The starting configuration will mirror the existing fare structure(s) and transfer agreements between the various providers. Over time, these structures will be refined to

**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>.

Please see Attachment 1 which illustrates the RT Service Area and the identified CalEPA DAC's within the service area. As the Connect Card will be implemented as an RT system wide effort initially, all of the DACs within the service area will benefit from this tool. Identified DACs comprise approximately 30% of the overall RT Service Area; DACs within Rancho Cordova and Elk Grove will be added as the service providers are integrated into the Connect Card system following the initial start-up. Light rail stations, selected markets and retail outlets located within, or directly adjacent to the DACs will have Connect Card sales outlets/kiosks.

Over time, the Connect Card will be expanded beyond the Sacramento RT Service Area to include the adjacent providers. As this expansion occurs, the DACs identified in each of the adjacent provider service areas will be identified.

**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

## 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.

Implementation of the Connect Card is estimated by Sacramento Regional Transit to result in an initial net increase in transit ridership for the RT System. Conservative estimates of initial increases are up to 500 trips per day system wide. The household-generated vehicle miles traveled (VMT) is estimated to be 25 miles per person round trip -- or 12.5 miles per person one-way -- (Source: SACOG MTP-SCS and can be found at: <http://sacog.org/mtpscs/files/MTP-SCS/5B-VMT%20Final.pdf>). Thus, the initial implementation of the Connect Card tool within the RT Service Area (only) will result in an estimated reduction of 12,500 VMT per weekday, with commensurate decreases in greenhouse gases.

Once the Connect Card tool is operational within the Sacramento RT System and then expanded region-wide over the following year, further reduction in VMT and greenhouse gases is expected.

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

This partnership project will explore integrating payment for other transportation modes into the new smart card fare system, uniting nine transit operators across the Sacramento region. The "Connect Card" will allow transit riders to pay for trips on any participating provider using one card and payment system. This project will assess the feasibility of extending the Connect Card to electric vehicle charging at transit stations, bikeshare rentals near transit, and other potential modes. Interoperability between modes will provide more seamless transitions, "last mile" connections, encourage transit use, and reduce solo driving and vehicle emissions. Connect Cards will make fare payment and transfers easy across nine different systems: Regional Transit, e-tran, El Dorado Transit, Folsom Stage Line, Placer County Transit, Roseville Transit, South County Transit Link, YoloBus, and Yuba-Sutter Transit.

**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		

<input type="checkbox"/>	1A
<input type="checkbox"/>	1B
<input checked="" type="checkbox"/>	1C
<input type="checkbox"/>	1D
<input type="checkbox"/>	1E
<input type="checkbox"/>	

Transit Projects

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

**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.

The Connect Card will provide benefits to all of the DACs within the Sacramento Regional Transit service area (see Attachment 1) initially and will be expanded to include the other areas within the SACOG MPO. Connect Card serves locations within the DACs and meets criteria (1)(c) "Project improves transit connectivity at stations or stops in a disadvantaged community (e.g., network/fare integration...)".

More than 68% of participants who use RT report to using two or more agencies in the normal course of their ridership. The Connect Card project improves transit connectivity at stations and stops within DACs in the Sacramento and surrounding regions by 1) giving the transit user a simple approach to using the region's transit systems- a single card vs different and confusing fare media across transit jurisdictions. 2) eliminating the need to carry money and paper tickets 3) providing more convenient ways to pay fares (retail outlets, fare machines at light rail stations, online). **For these reasons Connect Card provides more opportunities to increase DAC ridership.**

Connect Card potentially facilitates use of discount fares for travelling short distances (3 to 5 stops) within a limited time thus offering DAC residents a less expensive option to travel to short distance work, school, medical facility, etc. 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 checked="" type="checkbox"/> Coordination with Educational Institutions
<input type="checkbox"/> Improved Public Health	<input checked="" type="checkbox"/> College/University <input checked="" type="checkbox"/> 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 type="checkbox"/> Other Benefits (describe below)	

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

By implementing the Connect Card as a network/fare integration tool, it will result in a number of other benefits:

- 1) Reduction of operating transit costs. Connect Card will collect more relevant ridership information to allow implementation of better routing (reduced stop times) and transfers to maximize service efficiency. Cash fares are reduced over time, so on-site maintenance costs for fare vending machines will go down.
- 2) Improved system reliability through better coordination of services and transfer timing. On-street operations and reliability will improve due to less time operators require to respond to cash fare issues at bus stops.
- 3) Improved coordination with education institutions. RT has multiple fare arrangements with 2 junior colleges and Sacramento State University. With the implementation of the Connect Card, a more diverse set of fare structures, up-to-date enrollment status, and more precise reporting of educational ticketing (existing programs with schools, junior colleges and universities) will improve the overall efficiency and cost-effectiveness of these services.
- 4) Integration with other modes of transportation. Integration will occur over the longer term with the Connect Card. Discussions are presently underway for utilizing Connect Card to pay for future bike share services in the Sacramento area (planned for a 2016 roll-out), and rail services outside the region such as the Capitol Corridor and the San Joaquin system.

**Table 6: Project Schedule**

<b>Capital Projects</b>	
Begin Construction Phase ( <b>Contract Award</b> )	
End Construction Phase ( <b>Contract Acceptance</b> )	
Begin Vehicle/Equipment Order ( <b>Contract Award</b> )	
End Vehicle/Equipment Order ( <b>Contract Acceptance</b> )	
Begin Closeout Phase	
End Closeout Phase	
<b>Operations Projects</b>	
Begin expanded/enhanced transit services	7/1/2016
End expanded/enhanced transit services	6/30/2017
Begin Closeout Phase	7/1/2017
End Closeout Phase	8/31/2017

**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" for the Connect Card is as follows. Sacramento Regional Transit (RT) is the largest transit provider in the multi-county Sacramento Area Council of Governments (SACOG) the MPO for the region. RT accounts for approximately 80%+ of the transit service and transit trips carried in the region. There are eight (8) other transit providers involved in the development of the system and, ultimately, will become participants in the Connect Card program.

The providers are El Dorado Transit, e-tran (Elk Grove), Folsom Stage Line, Roseville Transit, YoloBus, SCT/Link (South Sacramento County), Placer County Transit, and Yuba-Sutter Transit. RT will be the lead entity for the back office support system with responsibility for set-up, on-going system operations, billing, auditing and collection of revenues/payments to the other agencies for their related fare revenues.

RT will be responsible for the hardware within its service area and the other providers will be responsible for their hardware. The Connect Card will go live in the Sacramento Regional Transit service area no later than April 2016. Expansion of the system to other providers will follow.

The LCTOP application is to fund operational costs for the necessary "back office" and oversight management for the start-up of the Connect Card after LCTOP awarded in FY14/15 runs out.

**b) Describe the fare structure for this system.**

A variety of passes are available to users: Monthly -- \$100; Semi-Monthly -- \$50; Senior/Disabled -- \$50; Senior/Disabled Semi-Monthly -- \$25; Super Senior (75+) -- \$40; Student Monthly -- \$50; and Yolo Express Sticker (for transferring between RT and Yolo Express) -- \$25. Individual Single & Daily Pass Fares are: Basic (Age 19-61) -- \$2.50 for a single fare and \$6.00 for a Daily Pass; Senior (62 & Older) -- \$1.25 for a single fare and \$3.00 for a Daily Pass; Medicare Cardholder -- \$1.25 for a single fare and \$3.00 for a Daily Pass; Student (age 5 to 18) -- \$1.25 for a single fare and \$3.00 for a Daily Pass. Pre-paid books of 10 tickets can also be purchased. A variety of either other provider fare tickets and passes, or RT's, will be accepted with certain limitations or additional fares including Amador Regional Transit, El Dorado Transit, e-tran, Folsom Stage Line, Placer County Transit, Roseville Transit, South (Sacramento) County - SCT/Link, Yolo Express, and Yuba-Sutter Transit. Note: As of January 2016, RT is proposing increases to most fares. If approved, increases could take effect as early as July 2016.

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

The estimates of additional transit usage/ridership projects are based on Regional Transit Long Range Planning staff estimations taking into account daily ridership and experiences elsewhere with initial start-up.

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

Project staff have determined that once Connect Card becomes operational, IT hardware and software staff will be needed to maintain the system and troubleshoot and resolve problems. This work is to be divided up among the following positions: Director, Information Technology (15%); Sr. IT Business Systems Analyst (100%), Enterprise Resources and Database Manager (20%), and Network and End Operations Administrator (20%). Percentages reflect expected portion of time devoted to Connect Card operations for that position. Labor cost is determined by multiplying the hourly salary + benefit rate for each position times # hours for the project duration (July 2016 to June 2017).

In addition to the IT positions, 1 senior accountant will be needed half time for 6 months for financial systems support, troubleshooting, and problem resolution. Labor cost for this position is determined in the same way as for the IT positions. See attachment 2- operating budget.



## 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.

Joe Paglieroni	916-321-2956	Date: January 30, 2016
Approval Authority: Sign and date  <i>Michael R. Wiley 2/1/16</i>	Typed name and phone number: Michael R. Wiley, GM/CEO 916-321-2811	

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

Proposed Total Project Cost								Project Total
Component	Prior	FY 2015/16	FY 2016/17	FY	FY	FY	FY	
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	45,000	289,084	0	0	0	0	334,084
<b>TOTAL</b>	<b>0</b>	<b>45,000</b>	<b>289,084</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>334,084</b>

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 2015/16	FY 2016/17	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other		45,000						45,000
<b>TOTAL</b>	<b>0</b>	<b>45,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>45,000</b>

Funding Source: Other Transit Agencies								
Component	Prior	FY 2015/16	FY 2016/17	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			66,817					66,817
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>66,817</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>66,817</b>

Funding Source: Local Measure A Sales Tax, LTF, STA								
Component	Prior	FY 2015/16	FY 2016/17	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			222,267					222,267
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>222,267</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>222,267</b>

Funding Source:								
Component	Prior	FY 2015/16	FY 2016/17	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

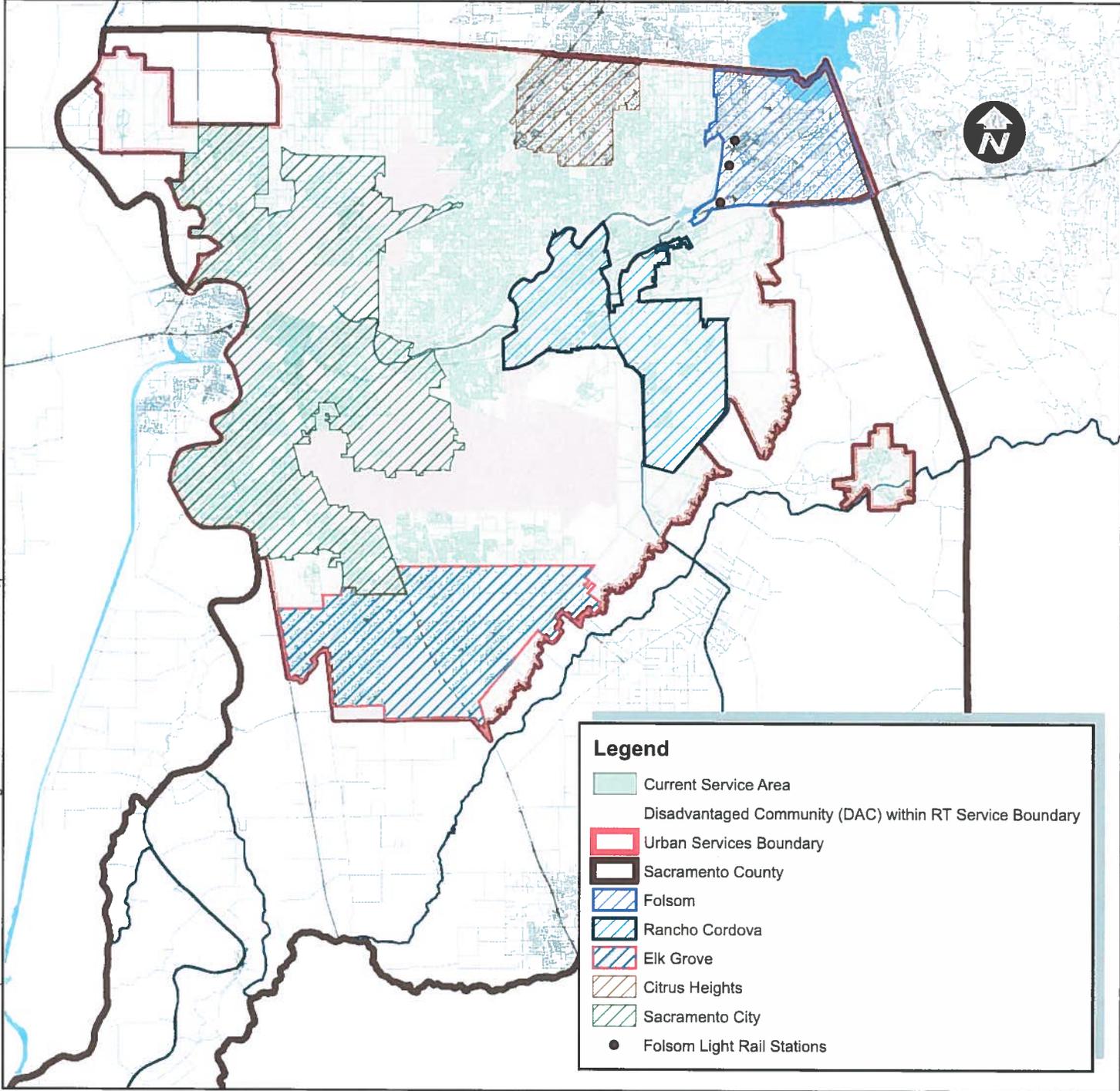
# Low Carbon Transit Operations Program (LCTOP) Application Connect Card

## Sacramento Regional Transit District Boundary and Service Area

*The RT District extends to the Sacramento County Urban Services Boundary and the RT Service Area includes the City of Sacramento, the City of Rancho Cordova and the unincorporated portions of Sacramento County within the Urban Services Boundary.*

**The cities of Citrus Heights, Elk Grove and Folsom are not included in RT's Service Area because they are not annexed to RT.**

However, RT provides service to these areas as follows:  
City of Citrus Heights - bus service through a contract for bus service  
City of Elk Grove - RT Bus Route 65 provided through a service agreement  
City of Folsom - light rail service to three light rail stations in Folsom through a contract for light rail service



I:\PL\Exhibit Maps\Connect Card\2015 LCTOP grant\Connect Card RT Service map.mxd

**July 2016- June 2017 Operating Budget - Connect Card**

Attachment 2

**Amount (a)**

**REVENUE**

FY 2015-16 LCTOP 99313	\$45,000
Contributions from other Transit Agencies (20%) (b)	\$66,817
Local Measure A Sales Tax, LTF, STA	<u>\$222,267</u>
<b>Total Revenue FY16/17</b>	<b><u>\$334,084</u></b>

**COSTS**

<b>RT Labor</b>	<b># of Positions</b>	<b>% of Time for Connect Card</b>	<b>Amount (a)</b>
Director- IT	1	15%	\$33,261
Sr IT Bus Systems Analyst	1	100%	\$170,745
Network & End Operations Administrator	1	20%	\$35,957
Enterprise Resources & Database Mgr	1	20%	\$40,443
Senior Accountant (6 mos)	1	50%	\$53,677
<b>Total- RT Labor</b>	<b>4</b>		<b>\$334,084</b>
<b>Total Operating Costs- FY 16/17</b>			<b><u>\$334,084</u></b>

**Revenue less Operating Costs** (\$0)

(a) RT Labor Cost includes salary +benefits

(b) Participating transit agencies fund 20% of operations costs



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/final\\_lctopgm.pdf](http://www.arb.ca.gov/cc/capandtrade/auctionproceeds/final_lctopgm.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.

<b>Project Name:</b>	Connect Card Operations
<b>Project ID:</b>	
<b>Contact Name:</b>	Joe Paglieroni
<b>Contact Phone Number:</b>	916-321-2956
<b>Contact Email:</b>	jpaglieroni@sacrt.com
<b>Date Completed:</b>	

**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](http://www.arb.ca.gov/auctionproceeds)

Questions on this document should be forwarded to [GGRFProgram@arb.ca.gov](mailto:GGRFProgram@arb.ca.gov)  
Questions on the LCTOP program should be forwarded to [LCTOPcomments@dot.ca.gov](mailto:LCTOPcomments@dot.ca.gov)







**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**

California Environmental Protection Agency  
**Air Resources Board**

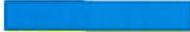
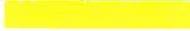
<b>Project Name:</b>	<b>Connect Card Operations</b>
<b>Project ID:</b>	<b>0</b>

Inputs in **RED** must be filled out

Results	GHG Emissions (MTCO <sub>2</sub> e)	Description
<b>Net GHG Benefits</b>	529.03	Total GHG Emission Reductions (MTCO <sub>2</sub> e)
<b>LCTOP Funds Requested (\$)</b>	45,000.00	Funds requested per State Controller's Office Eligible list for FY 2015-16
<b>Total LCTOP Funds Requested (\$)</b>	90,000.00	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.
<b>Total GGRF Funds Requested (\$)</b>	90,000.00	Includes the Total LCTOP fund requested and any other GGRF Program monies
<b>Total GHG Emission Reductions /Total GGRF Funds Requested (\$)</b>	0.0059	The metric to be reported in the application.

Input Var	Variable Explanation	RT Specific		Caltrans/CARB	
		Local Bus	Long-distance Commute / Rail	Local Bus	Long-distance Commute / Rail
A	Adjustment Factor for Transit Dependency			50%	83%
L	Length (miles) of average auto trip reduced (all days of service calc)	12	12		
AA	Adjustment Factor for Auto Trips Used to Access Transit Service	10%	25%		
LL	Length (miles) of average trip for auto access to transit			2	5

L	Length (miles) of average auto trip reduced (weekdays only)	12.5	12.5		
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 Input used for Bus Service  
 Input used for Rail Service



January 29, 2016

Jila Priebe  
Office Chief Program and Policy Management  
Division of Rail and Mass Transportation, MS#39  
P.O. Box 942874  
Sacramento, CA 942874-0001

Re: SACOG FY 2015/16 LCTOP Section 99313 Contributions

Dear Ms. Priebe:

The Sacramento Area Council of Governments (SACOG) is an eligible recipient of Low Carbon Transit Operations Program (LCTOP) PUC Section 99313 funds and is a contributing sponsor on multiple LCTOP projects. On January 21, 2016, the SACOG Board of Directors approved the FY 2015/2016 Low Carbon Transit Operations Program (LCTOP) fund allocation which identifies the project leads and distribution amounts (see attachment). This is to confirm SACOG's contribution of PUC Section 99313 LCTOP funds to the following project leads in lieu of a signature on each allocation request:

Auburn  
Citrus Heights  
Colfax  
Davis  
El Dorado County  
Elk Grove  
Folsom  
Galt  
Isleton  
Live Oak  
Lincoln  
Loomis  
Marysville  
Placer County  
Placerville  
Rancho Cordova  
Rocklin  
Roseville  
Sacramento  
Sacramento County  
Sutter County  
West Sacramento  
Wheatland  
Winters  
Woodland  
Yolo County  
Yuba City  
Yuba County

**Sacramento Regional Transit District**

Connect Card-Operations - \$45,000  
Bus Route 25 Enhancements (Operations) - \$69,000  
Bus Route 65 Expansion (Operations) - \$130,000  
South Line Phase 2 Light Rail Operations - \$688,620  
Golden 1 Center Special Event LRT service - \$206,632

**Yolo County Transportation District**

Connect Card Project - \$138,233

**SACOG**

Connect Card Project - \$126,847

**Elk Grove**

Service frequency improvements for Route 156 (2<sup>nd</sup> Year) - \$157,074

**Yuba Sutter Transit**

Transit Stop Enhancements - \$165,582

**City of Davis/Unitrans**

Bike e-lockers at the Davis Multimodal Terminal (Amtrak Station)- \$65,238

January 29, 2016

Page 2

If you have any questions, please contact Azadeh Doherty, Senior Planner, at (916) 340-6221.

Sincerely,

A handwritten signature in blue ink, appearing to read "Matt Carpenter", with a stylized flourish extending to the right.

Matt Carpenter  
Director of Transportation Services

Attachment

**November 2015**  
**SACRAMENTO AREA COUNCIL OF GOVERNMENTS**  
Regional Share of Statewide PUC Allocation: 5% of annual proceeds  
**ALLOCATION OF LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)**  
FY 2015-16  
**PUBLIC UTILITY CODE SECTION 99313**

JURISDICTION	POPULATION <sup>1/</sup>	POPULATION AS A % OF TOTAL	ALLOCATION <sup>2/</sup>
<b>SACRAMENTO COUNTY</b>			
Unincorporated	568,132	30.98%	\$555,234 <sup>3/</sup>
Citrus Heights	84,550	4.61%	\$82,631 <sup>4/</sup>
Elk Grove	160,723	8.76%	\$157,074
Folsom (Regional)	74,014	4.04%	\$72,334 <sup>5/</sup>
Regional	24,285	1.32%	\$23,734 <sup>5/</sup>
Regional	815	0.04%	\$796 <sup>5/</sup>
Rancho Cordova	67,841	3.70%	\$66,301 <sup>4/</sup>
Sacramento	475,871	25.95%	\$465,069 <sup>4/</sup>
<b>SUTTER COUNTY</b>			
Unincorporated	21,655	1.18%	\$21,163
Live Oak	8,527	0.46%	\$8,333
Yuba City	65,557	3.57%	\$64,069
<b>YOLO COUNTY</b>			
Unincorporated	26,259	1.43%	\$25,663
Davis	66,802	3.64%	\$65,285
West Sacramento	50,908	2.78%	\$49,752
Winters	6,970	0.38%	\$6,812
Woodland	57,307	3.12%	\$56,006
<b>YUBA COUNTY</b>			
Unincorporated	58,193	3.17%	\$56,872
Marysville	12,078	0.66%	\$11,804
Wheatland	3,419	0.19%	\$3,341
<b>TOTAL</b>	<b>1,833,906</b>	<b>100.00%</b>	<b>\$1,792,273</b>

1. Sources: Report E-5, Department of Finance, Demographic Research Unit, 1/1/2014
2. Entire amount must be used for transportation planning and mass transportation purposes
3. Of this amount, 94.6% (the percent of Unincorporated Sacramento County's population which is within the Sacramento Regional Transit District) or \$525,250 is reserved in whole or part for either SRTD or Paratransit, Inc. The balance of \$29,983 is reserved for an eligible regional project.
4. Entire amount is reserved for SRTD for a total of \$1,139,252
5. Available for an eligible regional project.



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

AS THE Chairman of the Board of Directors  
(Chief Executive Officer / Director / President / Secretary)

OF THE Sacramento Regional Transit District  
(Name of County/City Organization)

I hereby authorize the following individual(s) to execute for and on behalf of the named Regional Entity/Transit Operator, any actions necessary for the purpose of obtaining Low Carbon Transit Operations Program (LCTOP) funds provided by the California Department of Transportation, Division of Rail and Mass Transportation. I understand that if there is a change in the authorized agent, the project sponsor must submit a new form. This form is required even when the authorized agent is the executive authority himself. I understand the Board must provide a resolution approving the Authorized Agent. The Board Resolution appointing the Authorized Agent is attached.

**Michael R. Wiley, General Manager/CEO**

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

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

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

**Jay Schenirer**

**Chairman of the Board**

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Title)

  
\_\_\_\_\_  
(Signature)

Approved this 25th day of January 2016

Attachment: Board Resolution approving Authorized Agent



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

**Project Sponsor:** Sacramento Regional Transit District

**Agency Name:** Sacramento Regional Transit District

**Effective Date of this Document:** January 25, 2016

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Low Carbon Transit Operations Program. As a condition of the receipt of LCTOP funds, project lead must comply with these terms and conditions.

### A. General

- (1) The project lead agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
- (2) The project lead must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

### B. Project Administration

- (1) The project lead certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The project lead assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project lead certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
- (3) The project lead certifies that when LCTOP funds are used for a transit capital project, that the project will be completed and remain in operation for its useful life.
- (4) The project lead certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (5) The project lead certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (6) The project lead must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (7) Any interest the project lead earns on LCTOP funds must be used only on approved LCTOP projects.
- (8) The project lead must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).
- (9) Under extraordinary circumstances, a project lead may terminate a project prior to completion. In the event the project lead terminates a project prior to completion, the project lead must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to



verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.

- (10) Funds must be encumbered and liquidated within the time allowed.

### C. Reporting

- (1) The project lead must submit the following LCTOP reports:
  - a. Semi-Annual Progress Reports by May 15<sup>th</sup> and November 15<sup>th</sup> each year.
  - b. A Final Report within six months of project completion.
  - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of LCTOP funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
- (2) Other Reporting Requirements: ARB is developing funding guidelines that will include reporting requirements for all State agencies that receive appropriations from the Greenhouse Gas Reduction Fund. Caltrans and project sponsors will need to submit reporting information in accordance with ARB's funding guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

### D. Cost Principles

- (1) The project lead agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project lead agrees, and will assure that its contractors and subcontractors will be obligated to agree, that:
  - a. Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allow ability of individual project cost items and
  - b. Those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving LCTOP funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project lead has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project lead to the State of California (State). All projects must reduce greenhouse gas emissions, as required under Public Resources Code section 75230, and any project that fails to reduce greenhouse gases shall also have its project costs submit to repayment by the project lead to the State. Should the project lead fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project lead from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.



**E. Record Retention**

- (1) The project lead agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project lead, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), and enable the determination of incurred costs at interim points of completion. All accounting records and other supporting papers of the project lead, its contractors and subcontractors connected with LCTOP funding shall be maintained for a minimum of three (3) years after the “Project Closeout” report or final Phase 2 report is submitted (per ARB Funding Guidelines, Vol. 3, page 3.A-16), and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project lead, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the project lead pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project lead’s external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.
- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project lead’s contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project lead shall furnish copies thereof if requested.
- (3) The project lead, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

**F. Special Situations**

The Department may perform an audit and/or request detailed project information of the project sponsor’s LCTOP funded projects at the Department’s discretion at any time prior to the completion of the LCTOP.

I certify all of these conditions will be met.

BY:   
\_\_\_\_\_  
Michael R. Wiley  
General Manager/CEO

RESOLUTION NO. 16-01-0008

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

January 25, 2016

**AUTHORIZATION FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) AND DELEGATE AUTHORITY TO THE GENERAL MANAGER/CEO TO SERVE AS RT'S AUTHORIZED AGENT FOR LCTOP FUNDS.**

WHEREAS, the Sacramento Regional Transit District 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 guidelines and 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

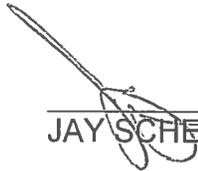
WHEREAS, the Sacramento Regional Transit District Board desires to delegate authorization to execute any action necessary for the purpose of obtaining LCTOP funds including executing these documents and any amendments thereto to Regional Transit's ("RT") General Manager/CEO.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Board of Directors of the Sacramento Regional Transit District hereby agrees that it will comply with all conditions and requirements set forth in the LCTOP Certification and Assurances document and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

THAT, the Board of Directors of the Sacramento Regional Transit District hereby authorizes the Sacramento Regional Transit District's General Manager/CEO to execute for and on RT's behalf any actions necessary for the purpose of obtaining LCTOP funding by the California Department of Transportation, Division of Rail and Mass Transportation, including LCTOP Certifications and Assurances document.

THAT, the RT Board Chair is hereby authorized and directed to execute the LCTOP Authorized Agent Designation Form designating RT's General Manager/CEO, RT's authorized agent.

  
\_\_\_\_\_  
JAY SCHENIRER, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By:   
\_\_\_\_\_  
Cindy Brooks, Assistant Secretary

**SACRAMENTO REGIONAL TRANSIT DISTRICT  
FY 2015/16 LOW CARBON OPERATIONS PROGRAM (LCTOP)  
ALLOCATION REQUEST PROJECT LIST**

- 1) **South Line Phase 2 Light Rail Expansion**  
LCTOP Funds requested: \$1,341,868  
Description: Operate the Phase 2 segment in FY 2015/16 and FY 2016/17.  
Contributing Sponsor: SACOG
  
- 2) **Bus Route 65 Realignment**  
LCTOP Funds requested: \$ 130,000  
Description: Operate the realigned portion of Bus Route 65 in FY 2016/17.  
Contributing Sponsor: SACOG
  
- 3) **Bus Route 25 Enhancement**  
LCTOP Funds requested: \$ 69,000  
Description: Operate enhancement of Bus Route 25 in FY 2016/17.  
Contributing Sponsor: SACOG
  
- 4) **Connect Transit Card**  
LCTOP Funds requested: \$45,000  
Description: Operate universal fare card system in the Sacramento region in FY 2016/17  
Contributing Sponsor: SACOG
  
- 5) **Golden 1 Arena Special Event Service**  
LCTOP Funds requested: \$206,632  
Description: Operate Light Rail Service after major events at the downtown Golden 1 Center from September 2016 to June 2017.  
Contributing Sponsor: SACOG
  
- 6) **Folsom Late Night Light Rail Service Enhancement projects**  
LCTOP Funds requested: \$98,565  
Description: Light Rail Service in Folsom 7pm to 11:30 pm  
Weekdays, 7:00 pm to 9:30 pm Sundays, from September 2016 to June 2017  
Contributing Sponsor: SACOG

RESOLUTION NO. 16-01- 0009

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

January 25, 2016

**AUTHORIZING THE SUBMITTAL OF PROJECT NOMINATIONS AND ALLOCATION REQUESTS TO CALTRANS FOR FISCAL YEAR 2015/16 LOW CARBON TRANSIT OPERATIONS PROGRAM**

WHEREAS, the Sacramento Regional Transit District is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 862 (2014) named the 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 Sacramento Regional Transit District wishes to implement the LCTOP project(s) listed in Exhibit A.

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

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.

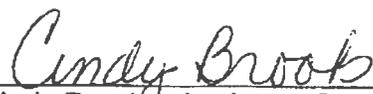
THAT, the Board hereby authorizes the submittal of the project nomination(s) and allocation request(s), to the Department in FY 2015-16 LCTOP funds for the projects listed in Exhibit A.

  
\_\_\_\_\_  
JAY SCHENIRER, Chair

ATTEST:

MICHAEL R. WILEY, Secretary

By:

  
\_\_\_\_\_  
Cindy Brooks, Assistant Secretary

CERTIFICATE OF RESOLUTION OF BOARD OF DIRECTORS  
OF SACRAMENTO REGIONAL TRANSIT DISTRICT

The undersigned, duly qualified Assistant Secretary to the Board of Directors of the SACRAMENTO REGIONAL TRANSIT DISTRICT, certifies that the attached document is a true and correct copy of Resolution No. 16-01-0008, adopted at a legally convened meeting of the Board of Directors of the Sacramento Regional Transit District held on the 25th day of January, 2016.

The foregoing resolution has not been modified or rescinded and is in full force and effect at the date of this certificate.

DATE: January 26, 2016

  
\_\_\_\_\_  
CINDY BROOKS, Assistant Secretary

