



CITY OF CULVER CITY
TRANSPORTATION DEPARTMENT

4343 DUQUESNE AVENUE, CULVER CITY, CA 90232

(310) 253-6523 FAX (310) 253-6564

Culver CITY

ART A. IDA

Transportation Director

January 21, 2016

*Package Emailed 1/21/16 to
LCTOPmanager@dot.ca.gov*

LCTOP Program
California Department of Transportation
Division of Rail & Mass Transportation, MS #39
P.O. Box 942874
Sacramento, CA 94274-0001

Re: City of Culver City LCTOP Application Documents

Dear LCTOP Reviewers:

Enclosed, please find original documents required for Culver City's request for LCTOP funds identified through the FY15-16 allocation. The documents included are as follows:

- Authorized Agent form with original signature
- City of Culver City – Certified City Council Resolution 2016-R002 & Associated Staff Report
- LCTOP Certifications & Assurances with original signature
- Project Description and Allocation Request
- GHG Emission Reduction Calculator Pages
- Total Project Cost and Funding Plan
- List of Proposed Expenditures
- SB535 Disadvantaged Communities & Project Map
- Short Range Transit Plan documentation

Please feel free to contact me at 310-253-6523 or via email at jane.leonard@culvercity.org should you have any questions regarding the proposed projects or allocation requests.

Sincerely,

B. Jane Leonard
Senior Management Analyst / Transit Finance & Grants
Culver City Transportation Department

enclosures



Division of Rail and Mass Transportation
Low Carbon Transit Operations Program (LCTOP)
Authorized Agent Form
Effective 9/15

Authorized Agent

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

OF THE City of Culver City
(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.

Art A. Ida, Transportation Director _____ OR

Jane Leonard, Sr. Management Analyst / Transit Finance & Grants _____ OR

Martin R. Cole, Assistant City Manager/City Clerk _____ OR

John M. Nachbar, City Manager _____

(Signature)

Approved this 5th Day of January, 2016

Attachment: Board Resolution approving Authorized Agent

City of Culver City, California
Certification of Documents by the City Clerk

I, Martin R. Cole, being the duly appointed and acting City Clerk of the City of Culver City, California hereby depose and declare:

The 2 pages attached hereto entitled "RESOLUTION NO. 2016-R002 - A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE ANY ACTIONS NECESSARY FOR THE PURPOSE OF OBTAINING FINANCIAL ASSISTANCE PROVIDED BY THE CALIFORNIA DEPARTMENT OF TRANSPORTATION LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)" are true and correct copies of documents in the possession of the City of Culver City.

I have affixed the Seal of the City of Culver City, California to indicate they are such true and correct copies.

Certified on this 15th day of January, 2016.

BY: 
Martin R. Cole, MPA
City Clerk

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RESOLUTION NO. 2016-R 002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CULVER CITY, CALIFORNIA, AUTHORIZING THE CITY MANAGER OR DESIGNEE TO EXECUTE ANY ACTIONS NECESSARY FOR THE PURPOSE OF OBTAINING FINANCIAL ASSISTANCE PROVIDED BY THE CALIFORNIA DEPARTMENT OF TRANSPORTATION LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)

WHEREAS, Assembly Bill 32 (AB32), the California Global Warming Solutions Act of 2006, took a long-term, comprehensive approach to addressing climate change and its effects on the environment and natural resources, and set the requirement that by 2020, California must reduce greenhouse gas emissions (GHG) to the level of 1990; and

WHEREAS, the Sustainable Communities and Climate Protection Act of 2008 (SB375) and Senate Bill 535 (SB535) in 2011 directed regional planning organizations and local agencies to develop strategies for sustainable communities and disadvantaged communities, respectively; and

WHEREAS, the Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing and Sustainable Communities Program established by Senate Bill 862 in 2014. The LCTOP will draw funds from the GHG Reduction Fund to support transit agencies in their efforts to increase transit ridership and meet the statewide GHG reduction goals identified in AB32, SB375 and SB535; and

WHEREAS, Senate Bill 862 (2014) named the California Department of Transportation (CalTrans) as the administrative agency for the LCTOP; and

WHEREAS, the Statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations and CalTrans has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); and

WHEREAS, Culver CityBus, as the municipal transit agency for the City of Culver City, is an eligible project sponsor and may receive LCTOP funding now and in the future for qualifying transit projects; and

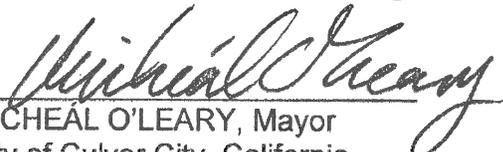
1 WHEREAS, in order to submit allocation request forms for LCTOP funds,
2 CalTrans requires adoption of a Resolution by the agency's governing body authorizing the
3 City Manager or designee to execute all documents, and take all other actions necessary, to
4 implement any LCTOP funded transit project;

5 NOW, THEREFORE, the City Council of the City of Culver City DOES HEREBY
6 RESOLVE as follows:

7 1. The City of Culver City hereby certifies that the fund recipient, Culver
8 CityBus, as the municipal transit agency of the City of Culver City, agrees to comply with all
9 conditions and requirements set forth in the Certification and Assurances document and
10 applicable statutes, regulations and guidelines for all LCTOP funded transit projects; and

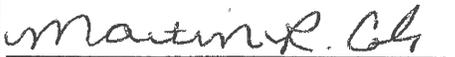
11 2. The City Council hereby authorizes and designates the City Manager or
12 his designee to execute all documents, and any amendments thereto, and take all other
13 actions as required by CalTrans in its administration of the LCTOP.

14 APPROVED and ADOPTED this 4 day of January, 2016.

15 
16 MICHEAL O'LEARY, Mayor
17 City of Culver City, California

18
19 ATTEST:

20 APPROVED AS TO FORM:

21 
22 MARTIN R. COLE
23 City Clerk

24 
25 CAROL A. SCHWAB
26 City Attorney

27
28 A15-00906



City of Culver City

City Hall
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 15-458, Version: 1

CC - Adoption of a Resolution Authorizing the City Manager or Designee to Execute Any Actions Necessary for the Purpose of Obtaining Financial Assistance Provided by the Fiscal Year 2015/2016 California Department of Transportation Low Carbon Transit Operations Program

Contact Person/Dept: Jane Leonard / Transportation
Phone Number: 310-253-6523

Fiscal Impact: Yes No **General Fund:** Yes No

Public Hearing: **Action Item:** **Attachments:** Yes No

Commission Action Required: Yes No **Date:**
Commission Name:

Public Notification: (E-Mail) Meetings and Agendas - City Council (12/30/15)

Department Approval: Art Ida, Director of Transportation (12/15/15)

RECOMMENDATION

Staff recommends the City Council adopt a resolution authorizing the City Manager or Designee to execute any actions necessary for the purpose of obtaining financial assistance provided by the Fiscal Year 2015/2016 California Department of Transportation Low Carbon Transit Operations Program.

BACKGROUND

Assembly Bill 32 (AB 32), the California Global Warming Solutions Act of 2006, took a long-term, comprehensive approach to addressing climate change and its effects on the environment and natural resources, and set the requirement that by 2020 California must reduce greenhouse gas (GHG) emissions to the level of 1990. Subsequently, the Sustainable Communities and Climate Protection Act of 2008 (SB 375) and Senate Bill 535 (SB 535) in 2011 directed regional planning organizations and local agencies to develop strategies for sustainable communities and disadvantaged communities, respectively. The Low Carbon Transit Operations Program (LCTOP) is one of several programs that are part of the Transit, Affordable Housing and Sustainable Communities Program established by Senate Bill 862 in 2014. The LCTOP will draw funds from the GHG Reduction Fund to support transit agencies in their efforts to increase transit ridership and meet the statewide GHG reduction goals identified in AB 32, SB 375 and SB 535.

SB 862 establishes the LCTOP as a formulaic program rather than a state-level competitive program; funds are identified through two allocation formulas, one based on population and the other based on agency ridership. Approved projects in this program will support new or expanded bus services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project reducing GHG emissions and enhancing or expanding transit service. For agencies with service area(s) that include disadvantaged communities, at least 50 percent of the funds received shall be expended on projects that will benefit those communities.

DISCUSSION

Culver CityBus, the City's municipal transit agency, will put these funds toward service on its most heavily traveled Line 6 Rapid which traverses the 12.5-mile route along Sepulveda Boulevard, from UCLA at the north to the Metro Green Line Station located southeast of LAX. Disadvantaged communities have been identified along this corridor.

Adoption of a resolution by the agency's governing body (in this case, the City Council) is required for staff to submit allocation request forms, certifications and assurances, and funding and expenditure plans for LCTOP funds. Additionally the proposed resolution authorizes the City Manager or Designee to execute the documents and take all other actions necessary to implement the program.

FISCAL ANALYSIS

SB 852 appropriates \$75 million for LCTOP for Fiscal Year 2015/2016, half of which is allocated directly to transit agencies. The portion identified for the Los Angeles region is \$10,850,488 with Culver City's allocation being \$56,805.

ATTACHMENTS

Proposed Resolution

RECOMMENDED MOTION(S)

That the City Council:

Adopt a resolution authorizing the City Manager or Designee to execute any actions necessary for the purpose of obtaining financial assistance provided by the Fiscal Year 2015/2016 California Department of Transportation Low Carbon Transit Operations Program.



Low Carbon Transit Operations Program (LCTOP)

Certifications and Assurances

Project Sponsor: N/A

Agency Name: City of Culver City

Effective Date of this Document: _____.

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.



Division of Rail and Mass Transportation
Low Carbon Transit Operations Program (LCTOP)
Certifications and Assurances Form
Effective 9/15

- (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 allowability 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.

A handwritten signature in black ink, appearing to read 'ART A. IDA', written over a horizontal line.

ART A. IDA, Transportation Director
City of Culver City

Low Carbon Transit Operations Program

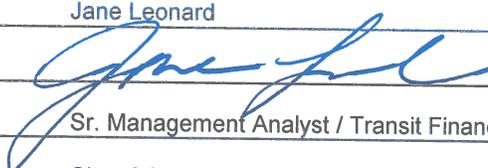
PROJECT DESCRIPTION AND ALLOCATION REQUEST

	Regional Entity: City of Culver City
Project Lead*: Jane Leonard	County: Los Angeles
Project Title: Culver CityBus Line 6 Rapid Service	

Project Lead:

I certify the scope, cost, schedule, and benefits as identified in the attached Project Description and 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. 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: Jane Leonard

Signature: 

Title: Sr. Management Analyst / Transit Finance & Grants

Agency: City of Culver City

Date: 1/20/2016

Contributing Sponsor:

*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.**

Name: N/A

Signature:

Title:

Agency:

Date: _____ Amount: _____

LCTOP PROJECT DESCRIPTION AND ALLOCATION REQUEST

Expenditure Plan for FY 15/16 LCTOP Allocation

15/16

Request Amount per PUC 99313: _____ \$0

Request Amount per PUC 99314: _____ \$56,805

Total Project Allocation Request: _____ **\$56,805**

Project Title: _____ **Culver CityBus Line 6 Rapid Service**

Project Location/Address: _____ **4343 Duquesne Avenue, Culver City, CA 90232**

Table 1: Project Lead/Recipient Agency Information

Project Lead/ Recipient Agency: <u>City of Culver City - Culver CityBus</u> Contact: <u>Jane Leonard</u> Contact Phone #: <u>310-253-6523</u> Email Address: <u>jane.leonard@culvercity.org</u> Address: <u>4343 Duquesne Avenue</u> <u>Culver City, CA 90232</u>	<table style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: left;">Legislative District Numbers</th> </tr> <tr> <td style="width: 70%;">Assembly:</td> <td style="text-align: right;">54</td> </tr> <tr> <td>Senate:</td> <td style="text-align: right;">30</td> </tr> <tr> <td>Congressional:</td> <td style="text-align: right;">37</td> </tr> <tr> <td>Amount:</td> <td style="text-align: right;">PUC Fund Type:</td> </tr> <tr> <td>\$ 56,805</td> <td style="text-align: right;">FY15-16</td> </tr> <tr> <td>\$ _____</td> <td style="text-align: right;">_____</td> </tr> </table>	Legislative District Numbers		Assembly:	54	Senate:	30	Congressional:	37	Amount:	PUC Fund Type:	\$ 56,805	FY15-16	\$ _____	_____
Legislative District Numbers															
Assembly:	54														
Senate:	30														
Congressional:	37														
Amount:	PUC Fund Type:														
\$ 56,805	FY15-16														
\$ _____	_____														

Table 2: Contributing Sponsor Information

Contributing Sponsor: <u>N/A</u> Contact: _____ Contact Phone #: _____ Email Address: _____ Address: _____ Other Contributing Sponsors: (Attach sheet with contact information) _____ _____ TOTAL	Amount : \$ _____ \$ _____ \$ _____ \$ _____ \$56,805	PUC Fund Type: _____ _____ _____ _____
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(*Contributing project sponsors attach signed letters of verification as to amount and eligibility or sign cover page)

Table 3: Type of Project

Check **only 1** box that best fits the description of the project being funded.

- New Capital Project
- New or Expanded Bus or Rail Service
- Expanded Intermodal Transit Facilities

- Operations
 - Equipment acquisition
 - Fueling
 - Maintenance

Table 4: Project Summary

<p>a) Project Purpose: <i>Culver CityBus, the Municipal Transit Agency for the City of Culver City, will put these funds toward expanded service, increasing capacity on its most heavily traveled line 6 which traverses the 12.5-mile route along Sepulveda Boulevard, from UCLA at the north, to the Green Line Station, southeast of LAX. Disadvantaged communities have been identified along this corridor. At a time when traditional public transit funding sources are challenged, LCTOP funds are an important source of operational dollars for the provision of expanded service to our community.</i></p>
<p>b) Project Description - see Attachment A for category of project <i>This project is eligible for LCTOP funds under Category A-5, Expand Transit Service; Increase capacity on routes nearing capacity.</i> Provide a comprehensive overall project description regarding improvements to be made, increased level of service and performance goals): <i>Culver CityBus Line 6 Rapid Service is already exceeding capacity on the 11 buses providing daily service along this corridor. This heavily traveled route covers 12.5 one-way miles along Sepulveda Boulevard and provides 581,277unlinked passenger trips each year, and growing. Passenger loads on peak direction exceed capacity over 80% of the time, so additional buses are being added to the existing route. this service provides enhanced connectivity to two major transit centers, the West L.A Transit Center and the Metro Green Line Station, as well as connected service with the Sepulveda/Exposition Light Rail Station on the Expo Phase II extension to Santa Monica. These funds will contribute to the FY16-17 operating costs of one of the additional buses placed into service on this line, which began in January 2015.</i></p>
<p>c) If Operations, complete Table 7. <i>Since these funds will pay toward the operational costs of running this additional bus, Table 7 has been completed herein.</i></p>
<p>d) Project Map <i>Please see map, attached.</i></p>
<p>e) Useful Life of the Project: <i>_N/A_ years - This is expanded service which will be ongoing. For the purposes of GHG reduction and cost reporting, this is a one-year project.</i></p>

Table 5: Description of Major Benefits/Outcomes

<p>REQUIRED BENEFIT a) Greenhouse Gas Reduction <i>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 520 commuter bus riders per day to replace an average auto trip of 9 miles each direction. In addition, the Culver CityBus fleet operates on 100% CNG, further contributing to reduced GHG emissions. Total GHG Emission Reduction: Net GHG Benefits equal 1,433.22 MTCO2e per emission calculations estimated in the calculator tool (documentation attached).</i></p>
<p>REQUIRED BENEFIT b) Increased Mode Share: <i>describe how this project will directly enhance or expand transit service to increase mode share. Service efficiency and improved reliability on this rapid line with limited stops will attract more people to ride Culver CityBus along this corridor. Significant Line 6 Rapid stops include two Transit Centers - one in West Los Angeles, and one to the south at the Green Line transit station, providing connections to Metro lines which bring riders to and from the eastern area of Los Angeles, which is predominantly designated as a disadvantaged community area. Line 6 Rapid will also intersect the Expo Light Rail Phase II station at Sepulveda/Exposition, providing additional connectivity options to riders traveling to and from the Los Angeles Westside.</i></p>
<p>c) Disadvantaged Communities (DAC) benefit (if applicable*). <i>See Attachment B for category of benefit This project meets the requirements for a Transit Project, providing benefits to multiple DACs -- a. Project provides improved local bus transit service for riders using stations or stops that are accessible by walking within 1/2 mile of a DAC (e.g. more frequent service, greater capacity on existing lines that are nearing capacity, improved reliability, bus rapid transit service).</i></p>

d) Please check any additional Benefits/Outcomes:

- Improved Safety
- Improved Public Health
- Reduced Operating/Maintenance Cost
- Increase System Reliability
- Other Benefits (describe below)
- Coordination with Educational Institutions
- College/University Grades K-12
- Promotes Active Transportation (walking, biking)
- Promotes integration with other modes of transportation

e) Please summarize and describe benefits indicated above in d) and any other benefits not listed: *This service will increase reliability on Line 6, and accommodate the increasing ridership on the buses that travel along this route between UCLA to the north and the Green Line Station at the south. Reductions in overcrowding have been realized and continue to be expected. Connectivity to the Expo Light Rail Phase II station at Sepulveda/Exposition provides additional benefits to riders utilizing this service.*

Table 6: Project Schedule

	Date
Begin Project Approval & Environmental Document Phase*	
CEQA/ Environmental Compliance*	
End Project Approval & Environmental Document Phase*	
Begin Plans, Specifications & Estimates Phase*	
End Plans, Specifications & Estimates Phase*	
Begin Right of Way Phase*	
End Right of Way Phase*	
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 schedule (start to end, i.e., May 2015 - Jan 2016)	July 2016 - June 2017

* These phases of a project are not eligible to be funded by LCTOP funds, they must be funded by other sources.

Table 7: Operations Project Description

a) Describe the operating plan for this system. *Line 6 Rapid service runs Monday through Friday during peak hours in the morning and in the afternoon/evening. Due to heavy loads and the need to increase capacity, improve reliability and increase mode share, two additional buses were placed into service on Line 6 in January 2015 to accommodate expanded service provision. These buses will continue to provide Culver CityBus Rapid service on Line 6 on an ongoing basis, as ridership capacities continue to increase along this heavily-traveled route.*

b) Describe the fare structure for this system. *Culver CityBus fares are \$1 for regular ridership; \$0.75 for students; \$0.35 for seniors and disabled populations. Culver CityBus also provides BruinGo! service to students at UCLA for a slightly reduced fare which is subsidized by UCLA. We participate in the Metro Rider Relief program fare for extremely low income riders who use coupons for their fare, subsidized by Metro. Culver CityBus also honors EZ Pass and Access Services passes as well. Culver CityBus does not charge a higher fare at peak hours of service.*

c) Describe the assumptions and process that were used to develop the ridership projections shown in the request. *Ridership values for Line 6 are generated through our farebox system and are monitored and analyzed for evaluation of service provision. Projections for increased ridership and accommodation of these increases by enhanced service on the Line 6 Rapid have been calculated based on actual data from increased bus operation on this line. Line 6 Rapid service runs Monday through Friday during peak hours in the morning and in the afternoon/evening. We project the maximum benefit from this additional service.*

d) Describe the assumptions and process for how the operating cost projections were developed. *LCTOP funds will contribute to paying for the cost of one of the additional buses added to Line 6 Rapid Service on Sepulveda Boulevard. Culver CityBus operational costs average \$110/hour per bus. This includes Bus Operator salaries and benefits and O&M costs which include fuel and maintenance. Calculations for the annual cost of one Rapid service bus added to Line 6, operating 10 hours per day, 250 days per year is as follows:
1 bus X \$110/hour X 10 hours/day X 250 days/year = \$275,000 per year.*



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

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/draftqmlctop.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 Table 1 and may select additional project types from Table 2.
- Step 2** Determine the inputs needed: The applicant will use Tables 3 and 4 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 over the project life.

Read Me Tab (this page):

Enter the Project Name, Project ID and the contact information for person who can answer project specific questions from staff reviewers on the quantification calculations. The Project ID is assigned by Caltrans. This file will be submitted with other documentation requirements. Please use the following file naming convention: "[Project ID]_[Project Name]" not to exceed 20 characters. For example, if the application ID is "1-1C_001," the project name is " Transit BRT," and the file is the input file, the file name may be " 1-1C_001Transit BRT." Project names may be abbreviated.

Project Name:	Culver CityBus Line 6 Rapid Service
Project ID:	FY15-16 LCTOP
Contact Name:	Jane Leonard
Contact Phone Number:	310-253-6523
Contact Email:	jane.leonard@culvercity.org
Date Completed:	1/20/2016

Inputs Tab:

Headers in red indicate input needed by the project applicant. For each row, applicants must work from left to right and enter all relevant data. Some cells may not be applicable to the project. These cells will turn black and be locked based on inputs. Applicants should use as many rows as necessary to characterize all relevant features of the proposed project. Definitions are provided in the definitions tab, including how to determine Year 1, Year F, and adjustment factors. Inputs must be substantiated in the documentation provided to ARB; see Section C. Documentation of the quantification methodology.

Submit documentation: Save file for submittal. See Section C. Documentation of the quantification methodology for additional documentation requirements.

For more information on ARB's efforts to support implementation of GGRF investments, see: www.arb.ca.gov/auctionproceeds

Questions on this document should be forwarded to GGRFProgram@arb.ca.gov

Questions on the LCTOP program should be forwarded to LCTOPcomments@dot.ca.gov



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: Culver CityBus Line 6 Rapid Service
Project ID: FY15-16 LCTOP

Inputs into columns highlighted in YELLOW with RED headers are required fields dependent on project type (see quantification methodology)
 Must be filled out from left to right

Project Details						
Eligible Project Type	Transit Service Type	County	Year 1 (Yr1)	Year F (YrF)	Project (Yrs)	Yr1 Annual Ridership
New/Expanded Service	Bus (local bus)	Los Angeles	2016	2017	1	581,277
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	
					0	



California Environmental Protection Agency



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:	Culver CityBus Line 6 Rapid Service
Project ID:	FY15-16 LCTOP

Inputs in **RED** must be filled out

Results	GHG Emissions (MTCO2e)	Description
Net GHG Benefits over Project Life	1,433.22	Total GHG Emission Reductions (MTCO2e)
LCTOP Funds Requested (\$)	56,805.00	Funds requested per State Controller's Office Eligible list for FY 2015-16
Total LCTOP Funds Requested (\$)	56,805.00	Includes all LCTOP allocations the applicant intends to utilize (up to 3 FY allocations including FY 2015-16) for the proposed project
Total GGRF Funds Requested (\$)	56,805.00	Includes the Total LCTOP fund requested and any other GGRF Program monies
Total GHG Emission Reductions /Total GGRF Funds Requested (\$)	0.0252	The metric to be reported in the application.

**Low Carbon Transit Operations Program
Total Project Cost and Funding Plan
City of Culver City - Culver CityBus Line 6 Rapid Service**

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

Proposed Total Project Cost								
Component	Prior	FY14/15	FY15/16	FY	FY	FY	FY	Project Total
PA&ED	0	0	0	0	0	0	0	0
PS&E	0	0	0	0	0	0	0	0
R/W	0	0	0	0	0	0	0	0
CON	0	0	0	0	0	0	0	0
Veh/Equip Purchase	0	0	0	0	0	0	0	0
Operations/Other	0	0	275,000	0	0	0	0	275,000
TOTAL	0	0	275,000	0	0	0	0	275,000

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY14/15	FY15/16	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			56,805					56,805
TOTAL	0	0	56,805	0	0	0	0	56,805

Funding Source: Local Transportation Funds								
Component	Prior	FY14/15	FY15/16	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other			218,195					218,195
TOTAL	0	0	218,195	0	0	0	0	218,195

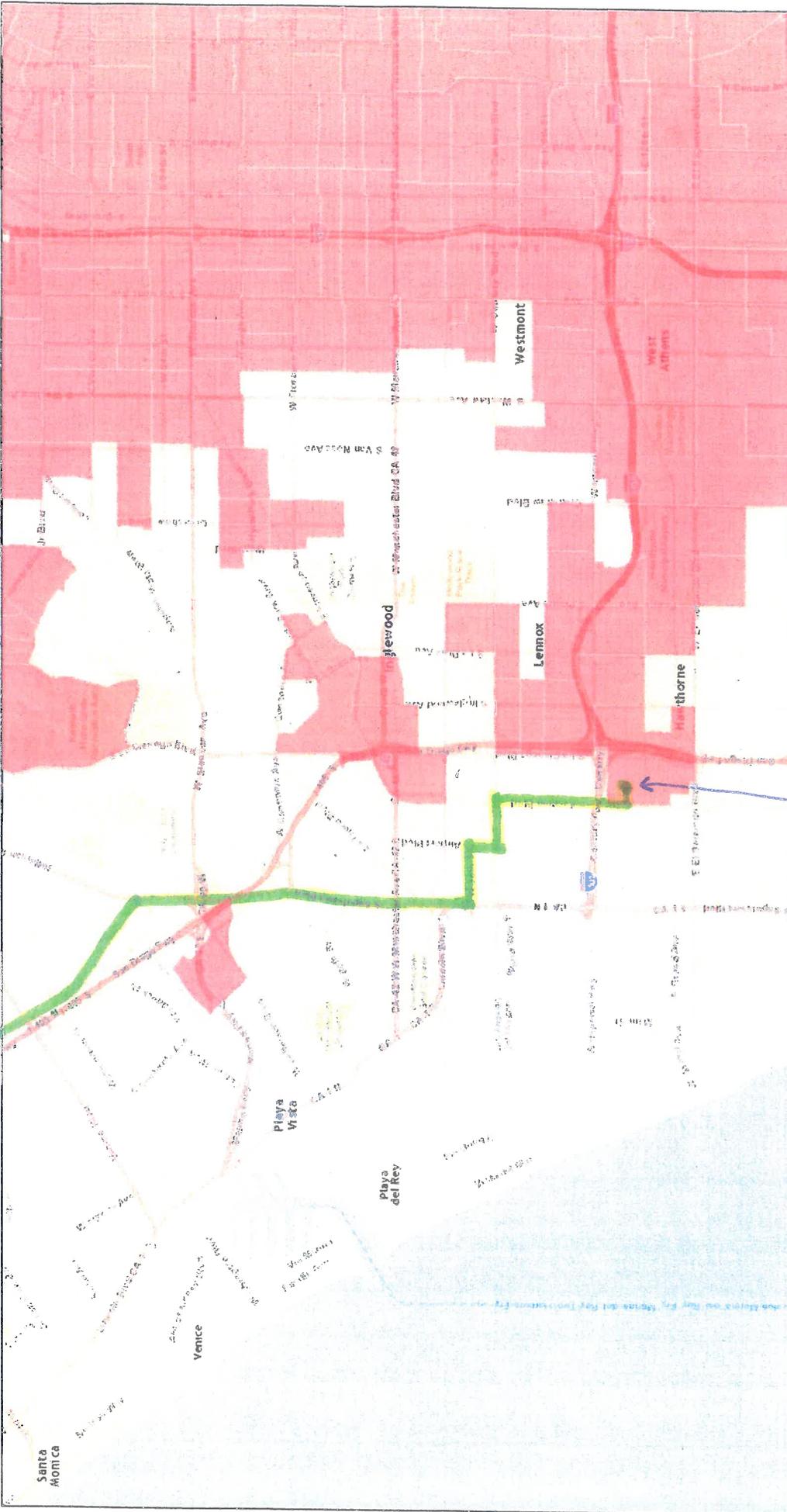
Funding Source:								
Component	Prior	FY14/15	FY15/16	FY	FY	FY	FY	Total
PA&ED								0
PS&E								0
R/W								0
CON								0
Veh/Equip Purchase								0
Operations/Other								0
TOTAL	0							

Funding Source:								
Component	Prior	FY14/15	FY15/16	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							

Funding Source:								
Component	Prior	FY14/15	FY15/16	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							

TouCLA

SB 535 Disadvantaged Communities



April 14, 2015

Culver City Bus Line 6

Metro Green Line Station

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, MapmyIndia, © OpenStreetMap contributors, and the GIS User Community

Culver CITYBUS



SHORT RANGE TRANSIT PLAN

FY2015-FY2017

MAY 2015

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RESOLUTION NO. 2015-R 041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
CULVER CITY, CALIFORNIA, APPROVING THE CULVER
CITYBUS 2015-2017 SHORT RANGE TRANSIT PLAN
(SRTP).

WHEREAS, the Culver CityBus Short Range Transit Plan (SRTP) is the
annual planning and policy document that establishes performance goals and objectives,
enhancements, and a financial plan for Culver CityBus over the next three years; and

WHEREAS, the SRTP also discusses transit planning for projects that will
significantly impact transportation in and around Culver City; and

WHEREAS, the financial plan contained in the SRTP identifies the funding
sources for our operating and capital budgets; and

WHEREAS, the SRTP will be submitted to the Los Angeles County
Metropolitan Transportation Authority (Metro) which incorporates the documents from all
of the local transit agencies into the Regional Transportation Improvement Program
(RTIP), which is the regional planning and funding document submitted to the State
Department of Transportation and the Federal Transit Administration;

NOW, THEREFORE, the City Council of the City of Culver City, DOES
HEREBY RESOLVE as follows:

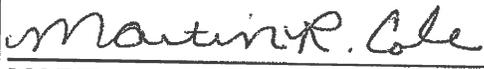
1. Approves the Culver CityBus FY 2015-2017 Short Range Transit Plan
(SRTP);
2. Authorizes the Transportation Director or his designee to submit documents
and information pertaining to the Short Range Transit Plan; file and claim
funds made available by federal, state and local funding programs; and

1 submit all reports mandated by federal, state, and local agencies that provide
2 funds to the Culver CityBus Enterprise Fund.
3

4 APPROVED and ADOPTED this 26th day of May, 2015.
5

6 
7 MICHEAL O'LEARY, Mayor
8 City of Culver City, California
9

10 ATTEST:

11 
12 MARTIN R. COLE
13 City Clerk

14 A15-00316
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APPROVED AS TO FORM:


CAROL A. SCHWAB
City Attorney

Culver CityBus System Map





rapid 6 service operates every 15-20 minutes on weekdays only between 5:45 a.m. to 10:55 a.m. and 1:35 p.m. to 7:57 p.m.

Servicio Rapid 6 funciona cada 15-20 minutos durante la semana solo entre las 5:45 a.m. a 10:55 a.m. y 1:35 p.m. a 7:57 p.m.

First and Last Bus Departure Times
Horas de Salida Para el Primer y Último Rapid 6

Northbound - Leaving from Green Line Station
Norte - Saliendo del Green Line Station

5:45 AM (first/primer AM bus)
 10:00 AM (last/último AM bus)

2:57 PM (first/primer PM bus)
 6:00 PM (last/último PM bus)

Southbound - Leaving from UCLA
Sur - Saliendo de UCLA

6:30 AM (first/primer AM bus)
 8:45 AM (last/último AM bus)

1:35 PM (first/primer PM bus)
 7:00 PM (last/último PM bus)

Line 6 rapid Stop Locations:
Paradas de Línea 6 Rapid

- Metro Green Line Station
- LAX City Bus Center
- Sepulveda/Manchester
- Sepulveda/Centinel
- Sepulveda/Playa
- Sepulveda/Sawtelle
- Sepulveda/Washington
- Sepulveda/Venice
- Sepulveda/Palms
- Sepulveda/National
- Sepulveda/Pico
- Sepulveda/Santa Monica
- Westwood/Lindbrook
- Westwood/Weyburn
- UCLA

Sorry, no weekend or holiday service.

Lo sentimos, no hay servicio del fin de semana o días de fiesta.

Times are approximate and may vary due to traffic and weather conditions. Times shown are subject to change without notice.

Los tiempos son aproximados y pueden variar debido a tráfico y condiciones de clima. Los tiempos demostrados son conforme a cambio sin aviso.