

Tehama County Transit Agency Board

Chairman: Doug Hatley Vice-Chair: Daniele Eyestone
Directors: Dennis Garton, Bob Williams, Steve Chamblin, Robert Christison
Alternates: City of Corning, Dave Demo; City of Red Bluff, Kris Deiters

Timothy J. McSorley, Executive Director
Jessica Riske-Gomez, Transportation Manager



February 25, 2019 8:45 AM Agenda

Tehama County Board of Supervisors Chambers
727 Oak Street, Red Bluff, CA 96080
<http://www.co.tehama.ca.us>

This meeting conforms to the Brown Act Open Meeting Requirements, in that actions and deliberations of the TCTAB created to conduct the people's business are taken openly; and that the people remain fully informed about the conduct of its business. Any written materials related to an open session item on this agenda that are submitted to the Clerk/Recording Secretary less than 72 hours prior to this meeting, and that are not exempt from disclosure under the Public Records Act, will promptly be made available for public inspection at Tehama County Public Works, 9380 San Benito Ave., Gerber, CA. 96035

1. Call to Order / Pledge of Allegiance / Introductions

2. Public Comment

This time is set aside for citizens to address this Board on any item of interest to the public that is within the subject matter jurisdiction of the TCTAB provided the matter is not on the agenda or pending before this Board. The Chair reserves the right to limit each speaker to three (3) minutes. Disclosure of the speaker's identity is purely voluntary during the public comment period.

3. Announcements

- a. Staff has initiated the Annual Unmet Transit Needs process. Surveys are available online at taketrax.com, on the buses, at Red Bluff, Los Molinos and Corning Libraries and Chambers of Commerce, Paratransit Services, and the Public Works office in Gerber.

- b. Tehama County Transit Agency staff are pleased to announce that all County employees qualify for a free TRAX pass. Employee passes are available at Tehama County Public Works office, the County Auditor's office or include department in pass request if interoffice mail delivery is preferred. Please send a written request from a County email address to mkellogg@tcpw.ca.gov or nbethurem@tcpw.ca.gov.

4. Approval of Claims

Request approval of Tehama County Transit Agency Board claims in the amount of \$635,966.57.

5. Low Carbon Transit Operations Program (LCTOP) Certifications and Assurances

Adopt Resolution No. 01-2019: Authorization for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Interregional Transit Route Operations Project.

6. Adjourn



Tehama County Transit Agency Board
Meeting Date: February 25, 2019
Department: Tehama County Transit Agency Board
Prepared By: Maeve Kellogg
Preparer Phone: 530-385-1462
Preparer Email: mlandon@tcpw.ca.gov

Transit Agency Board Announcements

Requested Action(s)

- a. Staff has initiated the Annual Unmet Transit Needs process. Surveys are available online at taketrax.com, on the buses, at Red Bluff, Los Molinos and Corning Libraries and Chambers of Commerce, Paratransit Services, and the Public Works office in Gerber.
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Background Information:



Tehama County Transit Agency Board
Meeting Date: February 25, 2019
Department: Tehama County Transit Agency Board
Prepared By: Maeve Kellogg
Preparer Phone: 530-385-1462
Preparer Email: mlandon@tcpw.ca.gov

Approval of Claims

Requested Action(s)

Request approval of Tehama County Transit Agency Board claims in the amount of \$635,966.57.

Background Information:

See attached claims summary.

Attachment List:

TCTAB Feb. Claims (PDF)

Tehama County Transit Agency Board Claims

Monday, February 25, 2019

Claimant	Description	Amount
A2Z Bus Sales, Inc.	2018 Glaval Cutaway Bus v#974	\$ 96,386.01
A2Z Bus Sales, Inc.	2018 Glaval Cutaway Bus v#973	96,386.01
City of Corning	Nov 18 Janitorial Svcs	500.00
City of Corning	Dec 18 Janitorial Svcs	500.00
City of Red Bluff	Water & Sewer, 11/06-12/07/18	186.52
City of Red Bluff	Water & Sewer, 12/07- 1/8/19	169.18
P. G. & E.	Util 1515 Schwab St November 2018	30.90
P. G. & E.	Util 1515 Schwab St December 2018	30.65
Paratransit Services	TRAX 10/18 (Includes deduction of \$6,918.61 per Res# 04-2014)	88,596.11
Paratransit Services	TRAX 11/18 (Includes deduction of \$6,918.61 per Res# 04-2014)	82,867.47
Paratransit Services	TRAX 12/18 (Includes deduction of \$6,918.61 per Res# 04-2014)	76,481.74
Paratransit Services	ParaTRAX 10/18	35,553.15
Paratransit Services	ParaTRAX 11/18	34,673.82
Paratransit Services	ParaTRAX 12/18	32,786.50
Paratransit Services	METS 10/18	6,020.17
Paratransit Services	METS 11/18	6,475.67
Paratransit Services	METS 12/18	4,452.57
Paratransit Services	Sat Svc TRAX 10/18 (Funded by LCTOP)	1,922.99
Paratransit Services	Sat Svc TRAX 11/18 (Funded by LCTOP)	1,820.65
Paratransit Services	Sat Svc TRAX 12/18 (Funded by LCTOP)	2,105.02
Paratransit Services	GTC CONNECT 10/18 (Funded by LCTOP)	11,935.20
Paratransit Services	GTC CONNECT 11/18 (Funded by LCTOP)	10,526.54
Paratransit Services	GTC CONNECT 12/18 (Funded by LCTOP)	8,769.26
Tehama County Public Works	Prof & Special, TRAX Sept 2018	10,337.02
Tehama County Public Works	Prof & Special, METS Oct/Nov 2018	33.83
Tehama County Public Works	Prof & Special, ParaTRAX Oct/Nov 2018	33.83
Tehama County Public Works	Prof & Special, TRAX Oct/Nov 2018	2,426.04
Tehama Lock & Security	Key Copies, 1515 Schwab St	17.11
Wallis Design Studio Architects, Inc.	Prof & Special, Transit Facility, 10/1 - 10/31/18	6,299.10
Wallis Design Studio Architects, Inc.	Prof & Special, Transit Facility, 11/1 - 11/30/18	8,917.08
Wallis Design Studio Architects, Inc.	Prof & Special, Transit Facility, 12/1-12/31/18	8,726.43
Total		\$ 635,966.57

Attachment: TCTAB Feb. Claims (14155 : Approval of Tehama County Transit Agency Board Claims)



Tehama County Transit Agency Board
 Meeting Date: February 25, 2019
 Department: Tehama County Transit Agency Board
 Prepared By: Jessica Riske-Gomez
 Preparer Phone: 530-385-1462
 Preparer Email: jriskegomez@tcpw.ca.gov

Low Carbon Transit Operations Program (LCTOP) Certifications and Assurances

Requested Action(s)

Adopt Resolution No. 01-2019: Authorization for the Execution of the Certifications and Assurances and Authorized Agent Forms for the Low Carbon Transit Operations Program (LCTOP) for the Interregional Transit Route Operations Project.

Financial Impact:

The total LCTOP allocation amount is \$120,887.

Background Information:

LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities.

Approved projects in LCTOP support new or expanded bus or rail services, expand inter-modal transit facilities, and may include equipment acquisition, fueling, maintenance and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. Once the proposed project is approved, staff will provide an update on the project status.

The attached Resolution, Allocation Request, Authorized Agent Form, and Certification & Assurances are needed in order complete the 2019 application for the project, Interregional Transit Route Operations, that connects Tehama, Glenn, and Butte counties.

The Interregional Transit Route provides a service to fulfill the needs of Tehama County residents by maintaining the expanded TRAX services. The Glenn-Tehama Connect (GTC) route runs through Red Bluff to Gerber, Tehama, and Corning and continuing from Corning through a connecting/continuing line to provide service to Orland and Chico.

Attachment List:

LCTOP Certifications & Assurances	(DOCX)
TCTAB Resolution 01-19	(PDF)
Allocation_Request_FY18-19_Final	(PDF)



FY 2018-2019 LCTOP
Authorized Agent

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

OF THE Tehama County Transit Agency Board
(Name of County/City/Transit 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.

Jessica Riske-Gomez, Transportation Manger OR
(Name and Title of Authorized Agent)

Maeve Kellogg, Associate Transportation Planner OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Click here to enter text. OR
(Name and Title of Authorized Agent)

Timothy J. McSorley Executive Director
(Print Name) (Title)

(Signature)

Approved this 25 day of February, 2019

Attachment: LCTOP Certifications & Assurances (14151 : Low Carbon Transit Operations Program (LCTOP))



FY 2018-2019 LCTOP Certifications and Assurances

Lead Agency: Tehama County Transit Agency Board

Project Title: Interregional Transit Route Operations

Prepared by: Jessica Riske-Gomez

The California Department of Transportation (Caltrans) has adopted the following Certifications and Assurances for the Low Carbon Transit Operations Program (LCTOP). As a condition of the receipt of LCTOP funds, Lead Agency must comply with these terms and conditions.

A. General

1. The Lead Agency agrees to abide by the current LCTOP Guidelines and applicable legal requirements.
2. The Lead Agency must submit to Caltrans 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 Lead Agency certifies that required environmental documentation is complete before requesting an allocation of LCTOP funds. The Lead Agency assures that projects approved for LCTOP funding comply with Public Resources Code § 21100 and § 21150.
2. The Lead Agency certifies that a dedicated bank account for LCTOP funds only will be established within 30 days of receipt of LCTOP funds.
3. The Lead Agency 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 Lead Agency 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 Lead Agency certifies that they will notify Caltrans of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
6. The Lead Agency 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 Lead Agency earns on LCTOP funds must be used only on approved LCTOP projects.
8. The Lead Agency must notify Caltrans of any changes to the approved project with a Corrective Action Plan (CAP).



FY 2018-2019 LCTOP

Certifications and Assurances

9. Under extraordinary circumstances, a Lead Agency may terminate a project prior to completion. In the event the Lead Agency terminates a project prior to completion, the Lead Agency must (1) contact Caltrans 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.

C. Reporting

1. The Lead Agency 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 Caltrans within six months of the close of the year (December 31) each year in which LCTOP funds have been received or expended.
 - d. Project Outcome Reporting as defined by CARB Funding Guidelines.
2. Other Reporting Requirements: CARB 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 CARB's Funding Guidelines, including reporting on greenhouse gas reductions and benefits to disadvantaged communities.

D. Cost Principles

1. The Lead Agency agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
2. The Lead Agency 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 2 CFR, Part 200, 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



FY 2018-2019 LCTOP

Certifications and Assurances

Federal administrative procedures in accordance with 2 CFR, Part 200, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.

3. Any project cost for which the Lead Agency has received funds that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 2 CFR, Part 200, are subject to repayment by the Lead Agency 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 Lead Agency to the State. Should the Lead Agency 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 Lead Agency from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

A. Record Retention

1. The Lead Agency 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 Lead Agency, 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 Lead Agency, 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 Lead Agency, 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 Lead Agency pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the Lead Agency'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



FY 2018-2019 LCTOP

of the Lead Agency'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 Lead Agency shall furnish copies thereof if requested.

3. The Lead Agency, 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

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

I certify all of these conditions will be met.

Timothy J. McSorley

(Print Authorized Agent)

Executive Director

(Title)

(Signature)

(Date)



FY 2018-2019 LCTOP Allocation

Lead Agency:	Tehama County Transit Agency Board
Project Title:	Interregional Transit Route Operations
Regional Entity:	Tehama County Transportation Commission
County:	Tehama

Lead Agency: I certify the scope, cost, schedule, and benefits as identified in the attached Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process and/or auction receipts. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, Lead Agency 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.

Authorized Agent:	Timothy J. McSorley
Title:	Executive Director
Lead Agency:	Tehama County Transportation Commission/Transit Agency Board
Signature:	
PUC Funds Type:	99313 \$ 118268
PUC Funds Type:	99314 \$ 2619

Contributing Sponsor(s): The contributing sponsor is an entity that passes funds to the Lead Agency to support a project. The contributing sponsor could be the regional entity (PUC 99313) passing their funds to a recipient agency within their region or a recipient agency (PUC 99314) passing their funds through to either a regional entity or a recipient agency within their region. The contributing sponsor(s) must also sign and state the amount and type of LCTOP funds (PUC Sections 99313 and 99314) they are contributing the project. Sign below or attach a separate officially signed letter providing that information. If there is more than one contributing sponsor, please submit additional page, or a letter from the additional Contributing Sponsors.

Authorized Agent:	Authorized Agent
Title:	Authorized Agent's Title
Lead Agency:	Lead Agency.
Signature:	
PUC Funds Type:	99313 \$ Amount of 99313 Funds
PUC Funds Type:	99314 \$ Amount of 99314 Funds

**Tehama County Transit Agency Board
Resolution No. 1-2019:**

**Authorization for the Execution of the Certifications and Assurances
and Authorized Agent Forms for the Low Carbon Transit Operations
Program (LCTOP) for the Following Project(s):
Interregional Transit Route Operations
In the Amount Of \$120,887**

WHEREAS, the Tehama County Transit Agency Board is the governing body for the Tehama County geographic area that determines transit policy, funding allocation, management of the transit system and associated contracts **and**

WHEREAS, the Tehama County Transit Agency Board is an eligible project sponsor and may receive state funding from the Low Carbon Transit Operations Program (LCTOP) for transit projects; **and**

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

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

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing LCTOP funds to eligible project sponsors (local agencies); **and**

WHEREAS, the Tehama County Transit Agency Board wishes to delegate authorization to execute these documents and any amendments thereto to Timothy J. McSorley, Executive Director; **and**

WHEREAS, the Tehama County Transit Agency Board wishes to implement the following LCTOP project(s) listed above,

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tehama County Transit Agency Board that the fund recipient agrees to comply with all conditions and requirements set forth in the Certification and Assurances and the Authorized Agent documents and applicable statutes, regulations and guidelines for all LCTOP funded transit projects.

NOW THEREFORE, BE IT FURTHER RESOLVED that Tehama County Transit Agency Board be authorized to execute all required documents of the LCTOP program and any Amendments thereto with the California Department of Transportation.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Tehama County Transit Agency Board that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY 20178-19 LCTOP funds:

Project Name: Interregional Transit Route Operations

Amount of LCTOP funds requested: \$120,887

Short Description of Project: Continuation of an interregional transit route, the Tri-County Route, expanding existing TRAX services to connect the County of Tehama with Glenn and Butte. This route expands regional connectivity and will feed the anticipated North State Express Intercity Bus System.

Benefit to a Priority Populations: Improved Public Health: Reduction of VMT due to an expanded bus line that will increase use of transit.

Increased System Reliability: Will bridge a gap in public transit between Glenn and Tehama County

Coordination with Educational Institution: Will connect Tehama County to a CSU

Promotes Active Transportation: Will encourage walking and cycling to a transit hub to connect with a larger regional system. Promotes Integration with other modes: The new route will feed into the North State Intercity Bus Line

The foregoing Resolution was offered by Commission _____ and seconded by _____, on February 25, 2019 and adopted by the following vote:

AYES:

NOES:

ABSENT OR NOT VOTING:

STATE OF CALIFORNIA)
) **ss**
COUNTY OF TEHAMA)

I, Timothy J. McSorley, Executive Director, of the Tehama County Transit Agency Board of the County of Tehama, State of California, hereby certify the above and foregoing to be the full, true, and correct copy of an order adopted by said Tehama County Transit Agency Board on this _____ day of _____, 2019.

BY: _____
 Nichole Bethurem, Recording Secretary

Attachment: TCTAB Resolution 01-19 (14151 : Low Carbon Transit Operations Program (LCTOP))

Lead Agency Information

Name:	Tehama County Transit Agency Board		
Address:	9380San Benito Avenue		
City, State Zip Code:	Gerber, 96035		
County:	Tehama	Regional Entity:	Tehama
Agency Website:	http://www.tehamacountypublicworks.ca.gov/Transportation/tctab		
Approved Title VI (Date)*:	6/29/2017		
Link to Agency's Approved Title VI Plan:	Attached		

*Please provide a copy of your FTA/Caltrans Approval Letter as an attachment to your FY18-19 LCTOP Allocation Request.

Allocation Request Prepared by	
Name:	Jessica Riske-Gomez
Title:	Transportation Manager
Phone #:	530-385-1462
E-mail:	jriskegomez@tcpw.ca.gov

Contact (if different then "Prepared by")	
Name:	
Title:	
Phone #:	
E-mail:	

Authorized Agent	
Name:	Timothy J. McSorley
Title:	Executive Director
Phone #:	530-385-1462
E-mail:	tmcsorley@tcpw.ca.gov

Legislative District Numbers						
Assembly*:	3					
Senate*:	4					
Congressional*:	1					

*if you have more Districts please provide an attachment

Project Summary

Name: <i>No more than 180 characters.</i>	Interregional Transit Route Operations					
Description (Short): <i>No more than 370 characters.</i>	Continuation of an interregional transit route, the Tri-County Route, expanding existing TRAX services to connect the County of Tehama with Glenn and Butte. This route expands regional connectivity and will feed the anticipated North State Express Intercity Bus System.					
Type:	Operations					
Sub-Type	Free or reduced fares					
Total Years of Rollover:	4		Remaining years of Rollover:	3		
Start date (anticipated):	9/1/2019		End date (anticipated):	8/30/2020		
General Area (City/County):	Tehama, Glenn and Butte Counties					
Specific Area (Lat-Long of the project in decimal degrees separated by a comma "," (e.g., 34.413775, -119.848624). For multiple locations, list each separated by a semicolon ";")	40.178626, -122.234760; 39.927279, -122.1799238; 39.873956, -122.202579; 39.522875, -122.194836; 39.728689, -121.842591					
Project Life - For capital projects, state the "Useful Life" of the project. For operation projects state the number of months service will be funded.						
Capital:	0		Operations:	12		
Funding:	99313:	\$118,268	99314:	\$2,619	Total:	\$120,887
Approved LONP:	No		LONP Approval date:	00/00/0000		

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Funding Information

<i>LCTOP Allocation Year</i>	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	Total
PUC 99313 Amount:	\$78,512	\$118,268					\$196,780
PUC 99314 Amount:	\$1,925	\$2,619					\$4,544
Total LCTOP Funds:	\$80,437	\$120,887	\$0	\$0	\$0	\$0	\$201,324
Other GGR Funds:	\$0	\$0	\$0				\$0
Other Funds:	\$0	\$0					\$0
Total Project Cost:	\$80,437	\$120,887	\$0	\$0	\$0	\$0	\$201,324

Lead Agency:	Tehama County Transit Agency Board	Amount:	PUC Funds Type:
Contact Person:	Jessica Riske-Gomez	\$118,268	99313
Contact Phone #:	530-385-1462	\$2,619	99314
Contact E-mail:	jriskegomez@tcpw.ca.gov		

Contributing Sponsor:	Tehama County Transportation Commission	Amount:	PUC Funds Type:
Contact Person:	Jessica Riske-Gomez	\$0	99313
Contact Phone #:	530-385-1462	\$0	99314
Contact E-mails:	jriskegomez@tcpw.ca.gov		

Contributing Sponsor:		Amount:	PUC Funds Type:
Contact Person:			99313
Contact Phone #:			99314
Contact E-mails:			

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Contact Phone #:			99314
Contact E-mails:			

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Contact Phone #:			99314
Contact E-mails:			

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Contact Person:			99313
Contact Phone #:			99314
Contact E-mails:			

Total FY 18-19 LCTOP Funding	\$120,887
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Supplanting Funds - Describe how the LCTOP funds will not supplant other funding sources.
 This is new project that is made possible with LCTOP funding.

Fully Funded Project - Provide a description of the status of all the funds to be used to completely fund this project.
 80% of the project will be funded with Tehama County's LCTOP allocation with additional funding supplied by Local Transportation Funds.

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Funding Plan

Proposed Total Project Cost								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	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	\$80,437	\$120,887	\$0	\$0	\$0	\$0	\$0	\$201,324
TOTAL	\$80,437	\$120,887	\$0	\$0	\$0	\$0	\$0	\$201,324

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED	\$0	\$0	\$0	\$0				\$0
PS&E	\$0	\$0	\$0	\$0				\$0
R/W	\$0	\$0	\$0	\$0				\$0
CON	\$0	\$0	\$0	\$0				\$0
Veh/Equip Purchase	\$0	\$0	\$0	\$0				\$0
Operations/Other	\$80,437	\$120,887	\$0	\$0				\$201,324
TOTAL	\$80,437	\$120,887	\$0	\$0	\$0	\$0	\$0	\$201,324

Funding Source: 0								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other		\$0						\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Funding Plan

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Funding Source:								
Component	Prior	FY 18-19	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other								\$0
TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Allocation Request

Project/Agency Information

Project Description - Describe the project using comprehensive overall project description regarding improvements to be made and/or increased level of service (include for operations projects number of trips, span, frequency improvements and number of days of operation; for capital projects include product specifications). *No more than 10 lines* .

There have been repeated requests from Tehama County residents, as gathered through the Unmet Needs precess, for service to Orland and Chico. Currently, there are limited transit options to connect Tehama with Butte and Glenn Counties. Residents lack access to medical services and educational opportunities in Chico. A 15 passenger cutaway bus will make six (6) one direction trips (3 round trips), five (5) days a week, 52 weeks a year. There will be six (6) timed stops in the cities of Red Bluff, Gerber, Corning, Orland, and (2) Chico. Creation of an interregional transit route, the Tri-County Route, will expanding existing TRAX services to better connect the region and serve our residents. This route will also feed the anticipated North State Express Intercity Bus System. The Tri-County Route will significantly improve mobility and air quality and would increase transit use to Sacramento and larger systems. As the North State Express Intercity Bus System comes on-line routes will be synchronized to flow smoothly into that service.

Agency Service Area - Describe the project area including the city, town, community (rural, suburban, urban & demographics). *No more than 10 lines*.

The new route will pass through the rural communities of Red Bluff, Gerber, Corning, Chico and Los Molinos. According to the 2010 census data these community's populations range from 1,300 (Gerber) to 86,000 (Chico) and an average individual poverty level of 26.16%. Collectively the communities of Red Bluff, Gerber, Corning, Orland and Los Molinos have an average of 8.74% of the population with an education level of a Bachelors Degree or higher. The exception to that value is Chico with a contrasting 34.2% which is attributed to a university being located within the community. For prospective, the California state average is 30.1% of the population with a Bachelors Degree or higher.

Agency Service - Describe the service you provide and how the project plays into your overall operations plan. *No more than 10 lines*.

TRAX is a fixed route bus service connecting Red Bluff, Corning, Los Molinos, Gerber, Tehama and locations in between, within Tehama County. Buses run on fixed schedules and are accessible at any designated bus stop or by "flagging" down a bus anywhere along the route where it is safe to stop. Special discounted fares are available for seniors, students, persons with disability and veterans. This project will expand the regional area and incorporate TRAX into a larger sustainable, integrated and efficient transportation system to enhance North State connectivity. Per the Tehama County Coordinated Public Transit – Human Services Transportation Plan the future focus of TRAX is to make a connection to Chico and Glenn Ride, of which this project would serve to accomplish. Extending a route through Glenn and Butte Counties would directly support our overall operations plan.

Agency Fare - Describe the fare structure for your system and how the project will affect that structure if at all.

This project will not affect the fare structure of the TRAX program. The TRAX rates for regional services are differentiated fares based on distance traveled. Differentiated fares are more efficient because they better reflect the variable costs of transit service, encourage riders to travel when excess capacity is available, and subsidize all types of riders equally. The regional rate is \$2.50 for a single one-way trip. As this project will extend the regional circumference but, still be in keeping with the TRAX concept of regional, the rates will not vary with the extension of an intercounty regional route.

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Project/Agency Information (continued)

Project Costs - Describe the assumptions and process for how the projects costs were developed. *No more than 10 lines.*

An Independent Cost Estimate (ICE) was prepared based on existing service hours with an anticipated increase in fuel costs. These quotes are based on Gate to Gate and include fuel.

1. Red Bluff to Orland x 2 times per day = \$301.35 per day or \$1,506.75 per 5 day week
2. Red Bluff to Orland x 3 times per day = \$410.85 per day or \$2,054.25 per 5 day week

Project Planning - Explain the planning process this project went through, including any public outreach/input, or worksho

There have been requests from the public, other agencies both written and verbal, as well as outreach preformed at the annual Unmet Transit Needs hearings, Technical Advisory Committee meetings and personal communications, as well as feasibility studies performed by the RTPA that support the planning of this project. The Tri-Counties route has been developed based on requests between neighboring transit lines and the members of the local communities that the RTPA serves. The 2016 Unmet Transit Needs Hearing identified an opportunity for a connection to Chico via Glenn Ride and between the Shasta College- Tehama Campus and California State University, Chico. During the planning and development for the North State Express Intercity Bus System there has been a request from Shasta Regional Transportation Agency to improve the fluidity of the feeder lines that will support the larger transit system. With this project, Tehama County will support a feeder line that will connect directly into the I-5 backbone at Red Bluff.

Environmental Justice - Explain how your agency designed the project to avoid substantial burden on *any* low income disadvantaged community.

Expanding the fixed route service areas, per the project description, will help community members of Red Bluff, Gerber, Corning, Chico and Los Molinos which have a combined individuals below the poverty level average rate of 26.16% compared to the State of California average of 13.7% as collected from the 2010 census data as referenced above. The new line will avoid substantial burden on low income communities by increasing interregional transit access to hospitals and educational institutions in Chico, while potentially lowering GHG emission by reducing vehicles on the local roadways.

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Allocation Request

Project GHG Benefits

Greenhouse Gas Reductions - Describe qualitatively how this project will reduce greenhouse gas emissions. For example, expanded/enhanced transit service will improve headways thus making transit a more convenient option of transportation thus increasing ridership, reducing Vehicle Miles Traveled (VMT) and reducing GHG.

Greenhouse Gas Reductions - Please provide quantitative information requested below and explanation/support for the data provided.

	Value	Explanation
Year 1 (Yr1) - First year of service, or year that capital improvements will be completed.	2019	Project start date 09/01/2018
Year F (YrF) - Final year that the service is funded or the final year of the capital improvements useful life.	2020	Project completion date 9/01/2023
Project Yr1 Ridership - Estimated annual ridership contributed by the new service or capital improvement in Yr1.	23,400	15 passenger cutaway, 6 one direction trips (3 round trips), 5 days a week, 52 weeks a year
Project F Yr. Ridership - Estimated annual ridership contributed by the new service or capital improvement in YrF.	23,400	15 passenger cutaway, 6 one direction trips (3 round trips), 5 days a week, 52 weeks a year
Adjustment (A) - Adjustment factor to account for transit dependency. Default: 0.5 for local bus service and 0.83 for long distance commute service.	0.83	Approximately 50 miles in one direction
Trip Length (L) - Length (miles) of average auto trip reduced or average passenger trip length (miles).	50.00	Approximately 50 miles in one direction from Red Bluff to CSU, Chico. See attached map.
Project Useful Life	1	This is calculated based on the values above.
Total Project Ridership Increased	23,400	This is calculated based on the values above.
Total Project VMTs Reduced	971,100	This number is calculated based on the values above.
Estimated Total Project GHG (mtco2) Reduction:	473.61	This number is calculated based on the values from above and the QM-Tool tab.
LCTOP Emission Reductions /Total LCTOP Funds Requested	2352.48910	This number is calculated based on the values from above and the QM-Tool tab.

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Project Benefits

Job Support Benefits (Refer to Read Me for more information)

Primary Project Activity <i>(select from drop down)</i>	Operation of local transit service, including mixed mode
% of Project Budget Associate with Primary Activity	100%
Secondary Project Activity <i>(select from drop down)</i>	
% of Project Budget Associate with Tertiary Activity	
Secondary Project Activity <i>(select from drop down)</i>	
% of Project Budget Associate with Tertiary Activity	

Travel Cost Savings Benefits

	Value	Explanation
Standard Fare Cost for Project (\$/Trip)	\$2.50	Interregional fare for Tehama County
Reduced Fare Cost (\$/Trip)	\$0.00	
Transit Facility Parking Cost (\$/Trip)	\$0.00	
Avoided Parking Cost (\$/Trip)	\$5.00	
Avoided Toll Cost (\$/Trip)	\$0.00	

Transit Mode Share (increase mobility): Describe how this project will increase transit mode share (increase mobility).

This project will increase mobility as it is a new connecting route between Red Bluff and Chico (at its farthest point). This route will also feed the North State Express Intercity Bus System which runs from Yreka to Sacramento. With this connecting route low income individuals from Northern California will be able to leave from locations such as Gerber, CA and take public transit to Sacramento and greater California.

Co-Benefits - Check all additional Benefits/Outcomes.

- | | |
|---|--|
| <input type="checkbox"/> Improved Safety | <input checked="" type="checkbox"/> Coordination with Educational Institution |
| <input checked="" type="checkbox"/> Improved Public Health | <input checked="" type="checkbox"/> College <input type="checkbox"/> Grades K-12 |
| <input type="checkbox"/> Reduced Operating/Maintenance Costs | <input checked="" type="checkbox"/> Promotes Active Transportation |
| <input checked="" type="checkbox"/> Increase System Reliability | <input checked="" type="checkbox"/> Promotes Integration w/ other modes |
| <input type="checkbox"/> Other Benefits | |

Co-Benefits - Describe benefits indicated above and other benefits not listed.

Improved Public Health: Reduction of VMT due to an expanded bus line that will increase use of transit.
 Increased System Reliability: Will bridge a gap in public transit between Glenn and Tehama County
 Coordination with Educational Institution: Will connect Tehama County to a CSU
 Promotes Active Transportation: Will encourage walking and cycling to a transit hub to connect with a larger regional system. Promotes Integration with other modes: The new route will feed into the North State Intercity Bus Line

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

Priority Populations Benefits

Does your Service Area have a Disadvantaged Community? (as defined by SB 535)	No
Is the project located within the boundaries of a disadvantaged community census tract?	No
Is the project located within the boundaries of a low-income community census tract?	Yes
Is the project located outside of a disadvantaged community, but within 1/2 mile of a disadvantage community and within a low-income census tract?	No
Is the project a new or expanded transit service that connects with transit service serving a disadvantaged communities?	Yes
Is the project a transit fare subsidies or network and fare integration technology improvements, including, but not limited to, discounted or free student transit passes	Yes
Is the project a purchase of zero-emission transit buses and/or supporting infrastructure?	No

Identify the Project Census Tract(s) (please use the 10-digit identification code):	Tract: 6103000600, 6103000800, 6103000900, 6103001000, 6103001100, 6021010200, 6021010100, 6021010501, 6007000402, 6007000401, 6007000603, 6007000502, 6007000201, 6007001400, 6007001300, 6007001200, 6007001000, 6007000700, 6007000604, 6007000601, 6007000600
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Identify an important community or household need and evaluate whether the project provides a benefit that meaningfully addresses that need. (For more information please review Read Me):	D. Where direct engagement is infeasible, refer to the list of common needs for disadvantaged communities in CARB’s Funding Guidelines Table 2-2 and select a project that addresses a listed need.
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Identify Specific Common Needs of Priority Populations (if you select letter D. in question above):	ECON 5 Reduce transportation costs (e.g., free or reduced cost transit passes) and improve access to public transportation (e.g., new services in under-served urban and rural communities).
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Priority Populations Community Need: Describe, in detail the identified community need(s) and how the project meets the need(s), including the levels of community engagement.

There is a need within Tehama County for low cost transportation for low income households. There have been requests from the public, other agencies both written and verbal, as well as outreach preformed at the annual Unmet Transit Needs hearings, Technical Advisory Committee meetings and personal communications as well as feasibility studies performed by the RTPA that support the planning of this project. The Tri-Counties route has been developed based on requests between neighboring transit lines and the members of the local communities that the RTPA serves. The 2016 Unmet Transit Needs Hearing identified an opportunity for a connection to Chico via Glenn Ride and between the Shasta College- Tehama Campus and California State University, Chico. With the planning and development for the North State Express Intercity Bus System there is need to improve the fluidity of the feeder lines that will support the larger transit system.

Identify the Specific Priority Population Benefit:	A. Project provides improved transit or passenger rail service for stations or stops within a disadvantaged or low-income community (e.g., new transit lines, more frequent service, greater capacity on existing lines that are nearing capacity, improved reliability, improved accessibility, bus rapid transit service);
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Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))

DAC Benefit - Explain, in your own words, how the project will benefit Disadvantaged Community(ies) within your service area.

N/A

Low-Income Community or Low-Income Household Benefit - Explain, in your own words, how the project will benefit Low-Income Community(ies) or Low-Income Households within the project area.

The Tri-County service will provide access from low income communities as identified above which collectively have an average of 8.74% of the population with an education level of a Bachelors Degree or higher. They will be provided transportation linking Shasta College's – Tehama Campus to California State University, Chico. In addition, these communities will have access to Enloe Medical Center which the only designated Level II Trauma Center between Sacramento and Redding.

Low-Income Community or Low-Income Household within 1/2 a mile of a Disadvantaged Community Benefit - Explain, in your own words, how the project will benefit Low-Income Community(ies) or Low-Income Households within the project area.

N/A

Amount funds to benefit a DAC:	\$	
Amount funds to benefit Low-Income Households & Residents:	\$	120,887
Amount funds to benefit Low-Income Households or Resident within 1/2 mile of a DAC:	\$	

Attachment: Allocation_Request_FY18-19_Final (14151 : Low Carbon Transit Operations Program (LCTOP))