



# RESOURCE MANAGEMENT AGENCY COUNTY OF TULARE AGENDA ITEM

## BOARD OF SUPERVISORS

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** April 30, 2019

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>

CONTACT PERSON: Celeste Perez    PHONE: (559) 624-7010

**SUBJECT:** 2018/2019 Application for Low Carbon Transit Operations Program (LCTOP)

**REQUEST(S):**

That the Board of Supervisors:

1. Authorize the submission of a Low Carbon Transit Operations Program (LCTOP) application in the amount of \$306,437 to the State of California for Intelligent Transportation Systems (ITS) amenities project for the County's Tulare County Area Transit (TCaT) services; and
2. Approve the LCTOP Certifications and Assurances; and
3. Authorize the Chairman of the Board to sign the LCTOP Certifications and Assurances; and
4. Approve the LCTOP Authorized Agent form; and
5. Authorize the Chairman of the Board to sign the LCTOP Authorized Agent form.

**SUMMARY:**

Tulare County Area Transit is committed to developing programs that can utilize State Low Carbon Transit Operation (LCTOP) funds which are restricted to funding transit improvements that reduce greenhouse gases, promote ridership and serve disadvantaged communities. Tulare County Area Transit is requesting authority to implement the use of current year LCTOP funds. The County of Tulare was allocated

**SUBJECT:** 2018/2019 Application for Low Carbon Transit Operations Program (LCTOP)  
**DATE:** April 30, 2019

\$306,437 in LCTOP funds for (FY) 2018/2019.

The LCTOP is one of several programs that are part of the Transit Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862.

As part of the submission, the County is submitting an updated Authorized Agent form and a Certifications and Assurances form. Tulare County Area Transit (TCAT) staff is proposing an Intelligent Transportation Systems (ITS) Amenities project. ITS amenities such as Wi-Fi technology on buses and on-demand bus tracking is needed to increase passenger comfort and satisfaction while attracting new riders, and to develop more accurate operating performance metrics.

Previous LCTOP projects include the Try-TCaT subsidized transit pass program, funding for a forthcoming new TCaT website and a fare collection system. The Certifications and Assurances are substantially the same as in previous years. The ITS project had previously been partially funded by a grant from the Governor's Office of Emergency Services, however those funds were reprogrammed to the Transit Operations and Maintenance Facility to cover security features and to increase the security of the transit system and its effectiveness in emergencies.

**FISCAL IMPACT/FINANCING:**

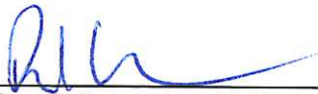
There will be no net cost to the County General Fund.

Funding revenue from the LCTOP program is included in the 2018/2019 Transit Budget, and the ITS package was also included in the budget as well.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

This program links to Strategic Initiative 1: Safety and Security includes the goal of improving and maintaining adequate transportation infrastructure. The proposed action meets this initiative.

**ADMINISTRATIVE SIGN-OFF:**



Reed Schenke, P.E.  
Assistant Director – Public Works

cc: County Administrative Office

Attachment(s) Attachment A - LCTOP Allocation Request  
Attachment B - LCTOP Certificates and Assurances  
Attachment C - LCTOP Authorized Agent Form

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

**IN THE MATTER OF 2018/2019  
APPLICATION FOR LOW CARBON  
TRANSIT OPERATIONS PROGRAM  
(LCTOP)**

)  
) **Resolution No.** \_\_\_\_\_  
)  
)

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD APRIL 30, 2019, BY  
THE FOLLOWING VOTE:

AYES:  
 NOES:  
 ABSTAIN:  
 ABSENT:

ATTEST: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Authorized the submission of a Low Carbon Transit Operations Program (LCTOP) application in the amount of \$306,437 to the State of California for Intelligent Transportation Systems (ITS) amenities project for the County's Tulare County Area Transit (TCaT) services; and
2. Approved the LCTOP Certifications and Assurances; and
3. Authorized the Chairman of the Board to sign the LCTOP Certifications and Assurances; and
4. Approved the LCTOP Authorized Agent form; and
5. Authorized the Chairman of the Board to sign the LCTOP Authorized Agent form.

# Attachment A:

## LCTOP Allocation Request



## FY 2018-2019 LCTOP Allocation

<b>Lead Agency:</b>	TULARE COUNTY AREA TRANSIT
<b>Project Title:</b>	ITS Security Enhancements, and Related Amenities
<b>Regional Entity:</b>	Tulare County Association of Governments
<b>County:</b>	Tulare

**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.

<b>Authorized Agent:</b>	KUYLER CROCKER
<b>Title:</b>	CHAIRMAN OF THE BOARD
<b>Lead Agency:</b>	COUNTY OF TULARE
<b>Signature:</b>	
<b>PUC Funds Type:</b>	99313 \$ 290,941
<b>PUC Funds Type:</b>	99314 \$ 15,496

**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.

<b>Authorized Agent:</b>	ELIZABETH FORTE
<b>Title:</b>	PRINCIPAL REGIONAL PLANNER
<b>Lead Agency:</b>	TULARE COUNTY ASSOCIATION OF GOVERNMENTS
<b>Signature:</b>	
<b>PUC Funds Type:</b>	99313 \$ 290,941
<b>PUC Funds Type:</b>	99314 \$ 15,496

**Lead Agency Information**

<b>Name:</b>	Tulare County Area Transit (TCaT)		
<b>Address:</b>	5961 S. Mooney Blvd.		
<b>City, State Zip Code:</b>	Visalia, CA 93277		
<b>County:</b>	Tulare	<b>Regional Entity:</b>	Tulare
<b>Agency Website:</b>	<a href="http://www.ridetcats.org">www.ridetcats.org</a>		
<b>Approved Title VI (Date)*:</b>	1/2/2018		
<b>Link to Agency's Approved Title VI Plan:</b>	<a href="http://tularecounty.ca.gov/rma/index.cfm/public-works/tulare-county-area-t">http://tularecounty.ca.gov/rma/index.cfm/public-works/tulare-county-area-t</a>		

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

Allocation Request Prepared by	
<b>Name:</b>	Teresa Ortega
<b>Title:</b>	Transit Technician
<b>Phone #:</b>	559-624-7084
<b>E-mail:</b>	<a href="mailto:tortega@co.tulare.ca.us">tortega@co.tulare.ca.us</a>

Contact (if different then "Prepared by")	
<b>Name:</b>	Ross Miller
<b>Title:</b>	Chief Engineer
<b>Phone #:</b>	559-624-7000
<b>E-mail:</b>	<a href="mailto:rmiller@co.tulare.ca.us">rmiller@co.tulare.ca.us</a>

Authorized Agent	
<b>Name:</b>	Reed Schenke P.E
<b>Title:</b>	Director
<b>Phone #:</b>	559-624-7000
<b>E-mail:</b>	<a href="mailto:rschenke@co.tulare.ca.us">rschenke@co.tulare.ca.us</a>

Legislative District Numbers						
<b>Assembly*:</b>	23	26				
<b>Senate*:</b>	14	16				
<b>Congressional*:</b>	21	22	23			

\*if you have more Districts please provide an attachment

**Project Summary**

<b>Name:</b> <i>No more than 180 characters.</i>	Intelligent Transportation Systems (ITS ), Security Enhancements, and Related Amenities					
<b>Description (Short):</b> <i>No more than 370 characters.</i>	The County proposes to install ITS technology, security enhancements and related amenities to attract riders and enhance their experience while improving the effectiveness of TCaT operations and management.					
<b>Type:</b>	Capital					
<b>Sub-Type</b>	Purchase, construct, and/or install transit-related amenities or infrastructure to encourage increased transit ridership					
<b>Total Years of Rollover:</b>	3	<b>Remaining years of Rollover:</b>	3			
<b>Start date (anticipated):</b>	7/1/2019	<b>End date (anticipated):</b>	7/1/2020			
<b>General Area (City/County):</b>	Tulare County					
<b>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 ";")</b>	See attached map and SB 535 list.					
<b>Project Life</b> - For capital projects, state the "Useful Life" of the project. For operation projects state the number of months service will be funded.						
<b>Capital:</b>	60 Months	<b>Operations:</b>				
<b>Funding:</b>	99313:	\$290,941	99314:	\$15,496	<b>Total:</b>	\$306,437
<b>Approved LONP:</b>			<b>LONP Approval date:</b>			

**FY 2018-2019 LCTOP  
Allocation Request**

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**FY 2018-2019 LCTOP  
Allocation Request**

**Funding Information**

<b>LCTOP Allocation Year</b>	<b>Prior</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>Total</b>
<b>PUC 99313 Amount:</b>		\$290,941					\$290,941
<b>PUC 99314 Amount:</b>		\$15,496					\$15,496
<b>Total LCTOP Funds:</b>	\$0	\$306,437	\$0	\$0	\$0	\$0	\$306,437
<b>Other GGR Funds:</b>							\$0
<b>Other Funds:</b>							\$0
<b>Total Project Cost:</b>	\$0	\$306,437	\$0	\$0	\$0	\$0	\$306,437

<b>Lead Agency:</b>	Tulare County Area Transit (TCaT)	<b>Amount:</b>	<b>PUC Funds Type:</b>
<b>Contact Person:</b>	Ross Miller	\$290,941	99313
<b>Contact Phone #:</b>	559-624-7000	\$15,496	99314
<b>Contact E-mail:</b>	rmiller@co.tulare.ca.us		

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

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

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

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

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

<b>Total FY 18-19 LCTOP Funding</b>	<b>\$306,437</b>
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<b>Supplanting Funds</b> - Describe how the LCTOP funds will not supplant other funding sources.
LCTOP will not supplant other funds as they are programmed for a portion of the project not funded by other sources.

<b>Fully Funded Project</b> - Provide a description of the status of all the funds to be used to completely fund this project.
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**FY 2018-2019 LCTOP  
Allocation Request**

The County proposes to use \$306,437 in LCTOP funds for the project.

**FY 2018-2019 LCTOP**

**Allocation Request**

**Funding Plan**

<b>Proposed Total Project Cost</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>Total</b>
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	\$306,437	\$0	\$0	\$0	\$0	\$0	\$306,437
Operations/Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
<b>TOTAL</b>	\$0	\$306,437	\$0	\$0	\$0	\$0	\$0	\$306,437

<b>Low Carbon Transit Operations Program (LCTOP)</b>								
<b>Component</b>	<b>Prior</b>	<b>FY 18-19</b>	<b>FY 19-20</b>	<b>FY 20-21</b>	<b>FY 21-22</b>	<b>FY 22-23</b>	<b>FY 23-24</b>	<b>Total</b>
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase		\$306,437						\$306,437
Operations/Other								\$0
<b>TOTAL</b>	\$0	\$306,437	\$0	\$0	\$0	\$0	\$0	\$306,437

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

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

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

FY 2018-2019 LCTOP  
Allocation Request

TOTAL	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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**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
<b>TOTAL</b>	\$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
<b>TOTAL</b>	\$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
<b>TOTAL</b>	\$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
<b>TOTAL</b>	\$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

**FY 2018-2019 LCTOP  
Allocation Request**

<b>TOTAL</b>	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
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**Project/Agency Information**

<p><b>Project Description</b> - 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). <i>No more than 10 lines</i> .</p> <p>Tulare County Area Transit (TCAT) is proposing an Intelligent Transportation Systems (ITS ), Security Enhancements, and Related Amenities project. Specific products proposed include automatic passenger counters, electronic bus headsigns, wi-fi, GPS technology, upgraded bus stop signage, security enhancements, and related amenities. This project will promote seamless, efficient operations that will attract new riders, improve passenger comfort, and help develop more accurate operating performance metrics. (As part of this submission, the County is submitting an updated Authorized Agent form and a Certifications and Assurances form.)</p>
<p><b>Agency Service Area</b> - Describe the project area including the city, town, community (rural, suburban, urban &amp; demographics). <i>No more than 10 lines</i>.</p> <p>TCaT currently operates four intercity/community fixed routes and five local community circulator routes. TCaT also offers general public dial-a-ride service within four distinct service areas. The County contracts with the Cities of Lindsay, Woodlake, Porterville, Tulare and Visalia to provide extended service to County residents in surrounding unincorporated County Area. TCaT provides fixed route service to the general public through (9) nine fixed routes; (4) four intercity routes and five local circulator routes. Fixed routes operate within both incorporated and unincorporated areas of Tulare County. TCaT's intercity routes provide daily regional service between major cities within the County and beyond serving as an important connector for rural areas and surrounding cities.</p>
<p><b>Agency Service</b> - Describe the service you provide and how the project plays into your overall operations plan. <i>No more than 10 lines</i>.</p> <p>TCaT provides both fixed route and demand-response services. Four intercity/community fixed routes and five local community circulator routes are operated within Tulare County. TCaT also offers general public dial-a-ride service within four distinct service areas. TCaT coordinates with other County transit agencies and the Tulare County Association of Governments Transit Forum to maximize seamless transfers and fare payments between systems. The proposed project will allow the County to enhance its operations and generate and attract more riders by providing upgraded vehicle, passenger and operating technology. The GPS component also will allow for real-time passenger information. Further, offering on-board wi-fi will greatly enhance the rider transit experience.</p>
<p><b>Agency Fare</b> - Describe the fare structure for your system and how the project will affect that structure if at all.</p>

**FY 2018-2019 LCTOP**

**Allocation Request**

The project will not impact TCaT's fare structure. TCaT's one-way fixed-route fare is \$2; srs. 60 years and older, disabled and military riders pay \$1 while Medicare riders pay \$1 between 9am to 3pm. The first two children (<six yrs) ride free while each additional child pays \$2. A regional monthly T-Pass sells for \$50 for unlimited rides on fixed route systems in the County. A \$17 punch pass provides 10 rides. Under the Fare Subsidy Program, a TCaT-only monthly pass is \$40 and offers new riders a \$10 monthly T-Pass and a TCaT monthly pass for \$5. The one-way Dial-A-Ride general public fare is \$3; \$2 for Medicare cardholders and \$1for ADA-eligible riders. The first two children six years and under ride free with each child paying \$3.

**Project/Agency Information (continued)**

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

Total project costs to be accumulated over three years are projected at approximately \$920,000. Costs were developed based on vendor estimates and assume 25 buses. The ITS component of the project is projected to cost \$550,000 and will include fixed route CAD/AVL; real-time on-board LED signs, surveillance cameras, and wi-fi; a passenger app; automatic passenger counters; and headsigns. The ITS signage components are projected to cost \$65,000 and will include a minimum of 150 upgrade bus stop signs for \$30,000 and a minimum of 7 large real-time LED sign for \$35,000. The Transit Operations and Maintenance Facility infrastructure security components of the project are projected to cost \$300,000 and will include an alarm system; surveillance cameras; fencing/gating; and lighting enhancements. The County's 18/19 LCTOP funding of \$306,437 will be the first year of an accumulation of funds for this project over three years.

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

County staff participates in Tulare County Association of Governments' (TCAG) annual Unmet Transit Needs process and regularly receives feedback from the general public and transit riders on ways to improve its services. Presentations are conducted to social service agencies allowing staff to better understand the challenges and issues faced by those who need transit services. Staff also participates in TCAG Transit Forums and appreciates the benefits of a well designed and implemented ITS system and complementary components. Transit agencies within Tulare County are striving to implement compatible fare payment systems, including regional passes and other related technology to simplify payment methods and for purchasing fare payment media online. TCAG is helping member agencies to optimize compatibility between transit operators.

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

This project will not have any substantial burden on any communities. The ITS package and the other complementary components of the project will provide additional amenities, data and features for use by riders. It will not decrease accessibility, remove or diminish existing functions of the transit system. It will not require additional facilities or inputs for maintenance. Additional costs to riders will not be required to implement the proposed project. The project, however, will benefit DACs by offering user-friendly TCaT ITS and system improvements and information that promote greater understanding and ease of use of TCaT as a more convenient, affordable transportation option. Better understanding of TCaT services by the general public/DACs will attract new riders, reduce dependence on auto trips, and improve air quality. The project will promote the use of regional fare media coordinated between other transit systems in Tulare County to ensure DAC riders feel comfortable with seamless transfers.

**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.

The proposed project will offer a seamless, accessible TCaT improvements that will promote ease of use and a more convenient attractive transportation option. This will result in reduced VMT and greenhouse gas emissions by replacing vehicle trips with transit trips. TCaT estimates a ridership increase of 16,115 riders during the five-year project useful life. Assuming a 20-mile one-way auto trip, this will result in a projected annual VMT and greenhouse gas reduction of 1,276,748 miles and 570.83 (mtco2), respectively.

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

	Value	Explanation
<b>Year 1 (Yr1)</b> - First year of service, or year that capital improvements will be completed.	2022	TCaT staff will purchase ITS equipment, security enhancements and related amenities.
<b>Year F (YrF)</b> - Final year that the service is funded or the final year of the capital improvements useful life.	2025	Final year service is funded.
<b>Project Yr1 Ridership</b> - Estimated annual ridership contributed by the new service or capital improvement in Yr1.	14,800	Assumes 5% of 296,000 FY 2017/18 ridership.
<b>Project F Yr. Ridership</b> - Estimated annual ridership contributed by the new service or capital improvement in YrF.	17,133	Assumes a 5% annual increase from Year 1
<b>Adjustment (A)</b> - Adjustment factor to account for transit dependency. Default: 0.5 for local bus service and 0.83 for long distance commute service.	0.83	Long distance commuter service adjustment factor used to reflect TCaT trip characteristic.
<b>Trip Length (L)</b> - Length (miles) of average auto trip reduced or average passenger trip length (miles).	20.00	Assumes TCaT average passenger trip length (miles).
<b>Project Useful Life</b>	3	This is calculated based on the values above.
<b>Total Project Ridership Increased</b>	47,900	This is calculated based on the values above.
<b>Total Project VMTs Reduced</b>	795,132	This number is calculated based on the values above.
<b>Estimated Total Project GHG (mtco2) Reduction:</b>	331.01	This number is calculated based on the values from above and the QM-Tool tab.
<b>LCTOP Emission Reductions /Total LCTOP Funds Requested</b>	1080.18372	This number is calculated based on the values from above and the QM-Tool tab.



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**Project Benefits**

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

<b>Primary Project Activity</b> <i>(select from drop down)</i>	Construction or installation of transit or rail infrastructure or s
<b>% of Project Budget Associate with Primary Activity</b>	80%
<b>Secondary Project Activity</b> <i>(select from drop down)</i>	Procurement of signage
<b>% of Project Budget Associate with Tertiary Activity</b>	20%
<b>Secondary Project Activity</b> <i>(select from drop down)</i>	
<b>% of Project Budget Associate with Tertiary Activity</b>	

**Travel Cost Savings Benefits**

	<b>Value</b>	<b>Explanation</b>
<b>Standard Fare Cost for Project (\$/Trip)</b>	<b>\$2.00</b>	NA
<b>Reduced Fare Cost (\$/Trip)</b>		NA
<b>Transit Facility Parking Cost (\$/Trip)</b>		NA
<b>Avoided Parking Cost (\$/Trip)</b>		NA
<b>Avoided Toll Cost (\$/Trip)</b>		NA

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

The project will promote ease of use of TCaT and a more convenient attractive transportation option. This will result in reduced VMT and greenhouse gas emissions by replacing vehicle trips with transit trips. TCaT estimates a ridership increase of 16,115 riders over a five-year project useful life. Assuming a 20-mile one-way auto trip, this will result in a projected annual VMT and greenhouse gas reduction of 1,276,748 miles and 570.83 (mtco2), respectively. The project will benefit DACs by offering multi-lingual TCaT ITS and other system enhancements that promote greater understanding and ease of use of TCaT. Better understanding of TCaT by the general public/DACs will attract new riders, reduce dependence on auto trips, and improve air quality. TCaT's proposed improvements will promote the use of regional fare media coordinated between other transit systems in Tulare County to ensure DAC riders feel comfortable with seamless transfers.

**Co-Benefits - Check all additional Benefits/Outcomes.**

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

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

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**Priority Populations Benefits**

<b>Does your Service Area have a Disadvantaged Community? (as defined by SB 535)</b>	Yes
<b>Is the project located within the boundaries of a disadvantaged community census tract?</b>	Yes
<b>Is the project located within the boundaries of a low-income community census tract?</b>	Yes
<b>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?</b>	Yes
<b>Is the project a new or expanded transit service that connects with transit service serving a disadvantaged communities?</b>	Yes
<b>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</b>	Yes
<b>Is the project a purchase of zero-emission transit buses and/or supporting infrastructure?</b>	No

<b>Identify the Project Census Tract(s) (please use the 10-digit identification code) :</b>	Tulare County Maintenance and Operations Facility 14001 Ave 256, Visalia Ca. 93292 Census Tract #6107001602
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<b>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) :</b>	A. Host community meetings, workshops, outreach efforts, or public meetings as part of planning process to engage local residents and community groups for input on community or household needs, and provide documentation showing how the received input was considered in the selection of projects that address those needs;
--	--

<b>Identify Specific Common Needs of Priority Populations (if you select letter D. in question above):</b>	
--	--

**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.

The proposed project will provide ITS, safety, and related enhancements , including real-time electronic stop information to DACs while promoting compatibility with other County transit agencies. Further, DACs throughout the unincorporated parts of Tulare County have typically high scores for linguistic isolation among other factors, and the proposed project will provide transit information in both English and Spanish. The County's goal is to help reduce obstacles to using TCaT by providing user-friendly transit services with specific understanding that DACs needs must be addressed. TCaT participates in transit meetings and forums where needs in the community and DACs are identified and addressed and understands challenges faced by those who need transit the most. Staff understands the need in DACs to promote transit as a positive alternative mode by ensuring understanding and comfort in using TCaT.

<b>Identify the Specific Priority Population Benefit:</b>	C. Project improves transit connectivity for residents at stations or stops in a disadvantaged or low-income community (e.g., network/fare integration, fare-system investments):
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**DAC Benefit** - Explain, in your own words, how the project will benefit Disadvantaged Community(ies) within your service area.

The project will benefit DACs and low-income communities and households by offering a ITS related amenities and wi-fi technologies that are user-friendly and easily accessible. This promotes greater understanding and ease of use of TCaT as a more convenient, affordable transportation option. Better understanding of TCaT services by the general public/DACs will attract new riders, reduce dependence on auto trips, and improve air quality. TCaT's system improvements will promote the use of regional fare media coordinated between other transit systems in Tulare County to ensure DAC riders feel comfortable with seamless transfers.

**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 project will benefit DACs and low-income communities and households by offering a ITS related amenities and wi-fi technologies that are user-friendly and easily accessible. This promotes greater understanding and ease of use of TCaT as a more convenient, affordable transportation option. Better understanding of TCaT services by the general public/DACs will attract new riders, reduce dependence on auto trips, and improve air quality. TCaT's system improvements will promote the use of regional fare media coordinated between other transit systems in Tulare County to ensure DAC riders feel comfortable with seamless transfers.

**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.

The project will benefit DACs and low-income communities and households by offering a ITS related amenities and wi-fi technologies that are user-friendly and easily accessible. This promotes greater understanding and ease of use of TCaT as a more convenient, affordable transportation option. Better understanding of TCaT services by the general public/DACs will attract new riders, reduce dependence on auto trips, and improve air quality. TCaT's system improvements will promote the use of regional fare media coordinated between other transit systems in Tulare County to ensure DAC riders feel comfortable with seamless transfers.

<b>Amount funds to benefit a DAC: \$</b>	<b>76,609</b>
<b>Amount funds to benefit Low-Income Households &amp; Residents: \$</b>	<b>38,305</b>
<b>Amount funds to benefit Low-Income Households or Resident within 1/2 mile of a DAC: \$</b>	<b>38,305</b>

Attachment B:  
LCTOP Certificates and  
Assurances



## FY 2018-2019 LCTOP Certifications and Assurances

**Lead Agency:** TULARE COUNTY AREA TRANSIT

**Project Title:** ITS Security Enhancements, and Related Amenities

**Prepared by:** TERESA ORTEGA

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.

Kuyler Crocker

*(Print Authorized Agent)*

CHAIRMAN OF THE BOARD

*(Title)*

*(Signature)*

*(Date)*

Attachment C:  
LCTOP Authorized Agent Form



## FY 2018-2019 LCTOP

### Authorized Agent

**AS THE CHAIRMAN OF THE BOARD OF SUPERVISORS**

(Chief Executive Officer/Director/President/Secretary)

**OF THE COUNTY OF TULARE**

(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.

CHAIRMAN OF THE BOARD OF SUPERVISORS

OR

(Name and Title of Authorized Agent)

DIRECTOR, RESOURCE MANAGEMENT AGENCY

OR

(Name and Title of Authorized Agent)

ASSISTANT DIRECTOR FOR PUBLIC WORKS, RESOURCE  
MANAGEMENT AGENCY

OR

(Name and Title of Authorized Agent)

ASSOCIATE DIRECTOR, RESOURCE MANAGEMENT  
AGENCY

OR

(Name and Title of Authorized Agent)

Kuyler Crocker

Chairman, Board of Supervisors

(Print Name)

(Title)

(Signature)

Approved this \_\_\_\_\_ day of **April**, 2019