



**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: May 19, 2020 – REVISED

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: 2019/2020 Allocation Requests for Low Carbon Transit Operations Program (LCTOP)

REQUEST(S):
That the Board of Supervisors:

1. Authorize the submission of two Low Carbon Transit Operations Program (LCTOP) allocation requests in the amount of \$305,313 total to the State of California for Intelligent Transportation Systems (ITS) amenities project for the County's Tulare County Area Transit (TCaT) services and a Fare Subsidy Campaign for riders that will offer free and/or reduced fares to promote increased transit usage throughout Tulare County; and
2. Approve the resolution in Attachment A authorizing the execution of the Certifications and Assurances and Authorized Agent Forms for LCTOP for the ITS Enhancements Project and Fare Subsidy Campaign.

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 (TCaT) is requesting authority to implement the use of current year LCTOP funds. The County of Tulare was allocated \$305,313 in LCTOP funds for (FY) 2019/2020. After discussion with LCTOP staff, it was recommended that the County submit two separate applications for this year's allocation, one for ITS upgrades for electronic fare media and bus stop improvements and the other for rider incentives including free ride programs.

SUBJECT: 2019/2020 Allocation Requests for Low Carbon Transit Operations Program (LCTOP)

DATE: May 19, 2020

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.

For one application, TCaT staff is proposing to use \$235,875 to add an electronic ticketing system to its ongoing Intelligent Transportation Systems (ITS) Amenities project. The electronic ticketing system would allow TCaT to accept new fare media, such as smart cards or mobile payments, to augment the fleet's manual farebox system. Electronic fare media create the option of adding new fare types, such as daily or weekly passes. The new fare media system would integrate with the fleet's existing ITS amenities. Currently, the TCaT fleet has on-board Wi-Fi technology for riders and on-demand bus tracking, however these systems are currently being tested and policies are being developed before they are made available to the public. Staff has, and will continue to, coordinate technology and fare media infrastructure with neighboring transit providers to ensure compatibility between the other transit systems prior to purchasing and installing any systems.

For the other application, TCaT staff is proposing to use \$69,438 to provide a rider incentive program which may include free rides for some types of passengers. The program would offer passes or rides at a discount or for free for a period to students and seniors 65 & over as well as to the public on election day. Further, the County would partner with community benefit organizations including Self Help Enterprises to offer the T-Pass, the regional transit pass, for free or at a discount to County residents.

Previous LCTOP projects include the Try-TCaT subsidized transit pass program, funding for the new TCaT website and a fare collection system. The Certifications and Assurances are substantially the same as in previous years. Some parts of the ITS project had previously been funded by other grants from the Governor's Office of Emergency Services and/or past years of LCTOP, including the installation of onboard routers for the onboard WiFi system.

The Authorized Agent form includes the Chair of the Board of Supervisors, the Resource Management Agency (RMA) Director, and the RMA Associate Director, which is consistent with past Authorized Agent forms under the LCTOP Program. The RMA Director and Associate Director are included to expedite the completion of reimbursement requests if the grant is approved.

FISCAL IMPACT/FINANCING:

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

Funding revenue from the LCTOP program is included in the 2019/2020 Transit Budget, and the ITS package was also included in the budget as well.

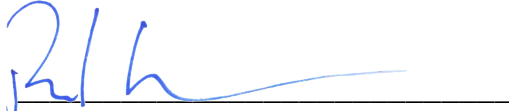
SUBJECT: 2019/2020 Allocation Requests for Low Carbon Transit Operations Program (LCTOP)

DATE: May 19, 2020

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 - Proposed LCTOP Resolution
Attachment B - LCTOP Allocation Request for Fare Subsidy Campaign
Attachment C - LCTOP Allocation Request for ITS Enhancements
Attachment D - LCTOP Certificates and Assurances
Attachment E - LCTOP Authorized Agent Form

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

IN THE MATTER OF 2019/2020)
ALLOCATION REQUESTS FOR LOW) Resolution No. _____
CARBON TRANSIT OPERATIONS)
PROGRAM (LCTOP))

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD MAY 19, 2020, 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 two Low Carbon Transit Operations Program (LCTOP) allocation requests in the amount of \$305,313 total to the State of California for Intelligent Transportation Systems (ITS) amenities project for the County's Tulare County Area Transit (TCaT) services and a Fare Subsidy Campaign for riders that will offer free and/or reduced fares to promote increased transit usage throughout Tulare County; and
2. Approved the resolution in Attachment A authorizing the execution of the Certifications and Assurances and Authorized Agent Forms for LCTOP for the ITS Enhancements Project and Fare Subsidy Campaign.

Attachment A

Proposed LCTOP Resolution

Attachment A – Authorizing Resolution

RESOLUTION # _____

**AUTHORIZATION FOR THE EXECUTION OF THE
CERTIFICATIONS AND ASSURANCES AND AUTHORIZED AGENT FORMS
FOR THE LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP)
FOR THE FOLLOWING PROJECTS:
ITS System Enhancements
Fare Subsidy Campaign**

WHEREAS, the County of Tulare 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 County of Tulare wishes to delegate authorization to execute these documents and any amendments thereto to the Chair of the Board of Supervisors; and

WHEREAS, the County of Tulare wishes to implement the following LCTOP project(s) listed above;

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Tulare 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 the Chair of the Board of Supervisors 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 Supervisors of the County of Tulare that it hereby authorizes the submittal of the following project nomination(s) and allocation request(s) to the Department in FY19-2020 LCTOP funds:

Project Name: TCaT Fare Subsidy Campaign

Amount of LCTOP funds requested: \$69,438

Short description of project: TcaT proposes to implement a Fare Subsidy Campaign for riders that will offer free and/or reduced fares to promote increased transit usage throughout Tulare County.

Benefit to a Priority Populations: Project provides transit incentives to residents of a disadvantaged or low-income community or a low-income household (e.g., transit vouchers, reduced transit fares, transit passes)

Contributing Sponsors (if applicable):

Tulare County Association of Governments

210 N. Church St. Suite B

Visalia, CA 93291

Project Name: TCaT System-Wide Its Enhancements

Amount of LCTOP funds requested: \$235,875

Short description of project: TCaT proposes to purchase, construct and install transit-related amenities or infrastructure to encourage increased transit ridership.

Benefit to a Priority Populations: Project improves transit stations or stops within a disadvantaged or low-income community to increase safety and comfort (e.g. lights, shelters, benches).

Contributing Sponsors (if applicable):

Tulare County Association of Governments

210 N. Church St. Suite B

Visalia, CA 93291

AGENCY BOARD DESIGNEE:

BY: _____

Attachment B
LCTOP Allocation Request
for Fare Subsidy Campaign

Lead Agency Information

Name:	Tulare County Area Transit (TCaT)		
Address:	5961 S. Mooney Blvd.		
City, State Zip Code:	Visalia, CA 93277		
County:	Tulare County		
Regional Entity:	Tulare County Association of Governments		
Agency Website:	www.ridetcat.org		
Approved Title VI (Date):	1/2/2018		
Link to Agency's Approved Title VI Plan:	www.ridetcat.org		

Allocation Request Prepared by	
Name:	Teresa Ortega
Title:	Transit Technician
Phone #:	559-624-7084
E-mail:	tortega@co.tulare.ca.us

Contact (if different then "Prepared by")	
Name:	Ross Miller
Title:	Chief Engineer
Phone #:	559-624-7000
E-mail:	rmiller@co.tulare.ca.us

Authorized Agent	
Name:	Reed Schenke P.E
Title:	Director
Phone #:	559-624-7000
E-mail:	rschenke@co.tulare.ca.us

Legislative District Numbers						
Assembly*:	23	26				
Senate*:	14	16				
Congressional*:	21	22	23			

*if you have more Districts, please provide an attachment

Project Summary

Name: <i>No more than 180 characters.</i>	TCaT Fare Subsidy Campaign					
Description (Short): <i>No more than 370 characters.</i>	TcaT proposes to implement a Fare Subsidy Campaign for riders that will offer free and/or reduced fares to promote increased transit usage throughout Tulare County.					
Type:	Operations					
Sub-Type	Free or reduced fares					
Total Years of Rollover:	0			Remaining years of Rollover:	0	
Start date (anticipated) :	01/01/21			End date (anticipated) :	12/01/22	
General Area (City/County) :	Tulare County					
<u>Please provide specific area information for the project in the Lat-Lon tab.</u>						
Identify the Project Census Tract(s) (10-digit identification code):	See attached map and SB 535 list.					
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:				Operations:	1	
Funding:	99313:	\$56,653	99314:	\$12,785	Total:	\$69,438
Approved LONP:				LONP Approval date:		

Funding Information

<i>LCTOP Allocation Year</i>	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PUC 99313 Amount:		\$56,653					\$56,653
PUC 99314 Amount:		\$12,785					\$12,785
Total LCTOP Funds:	\$0	\$69,438	\$0	\$0	\$0	\$0	\$69,438
Other GGR Funds:							\$0
Other Funds:							\$0
Total Project Cost:	\$0	\$69,438	\$0	\$0	\$0	\$0	\$69,438

Lead Agency:	Tulare County Area Transit (TCaT)	Amount:	PUC Funds Type:
Contact Person:	Ross Miller		99313
Contact Phone #:	559-624-7000	\$12,785	99314
Contact E-mail:	rmiller@co.tulare.ca.us		

Contributing Sponsor:	Tulare County Association of Governments	Amount:	PUC Funds Type:
Contact Person:	Elizabeth Forte	\$56,653	99313
Contact Phone #:	559-623-0466		99314
Contact E-mails:	eforte@tularecog.org		

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

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

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

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

Total FY 19-20 LCTOP Funding	\$69,438
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Supplanting Funds - 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.

Fully Funded Project - Provide a description of the status of all the funds to be used to completely fund this project.
 The County proposes to use \$69,438 in LCTOP funds for the project.

LCTOP FY 2019-2020

Allocation Request

Funding Plan

Proposed Total Project Cost								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total
PA&ED	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
PS&E	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
R/W	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
CON	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Veh/Equip Purchase	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Operations/Other	\$0	\$69,438	\$0	\$0	\$0	\$0	\$0	\$69,438
TOTAL	\$0	\$69,438	\$0	\$0	\$0	\$0	\$0	\$69,438

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase								\$0
Operations/Other		\$69,438						\$69,438
TOTAL	\$0	\$69,438	\$0	\$0	\$0	\$0	\$0	\$69,438

Funding Source:								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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

LCTOP FY 2019-2020

Allocation Request
Funding Plan

Funding Source:								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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

Project Information

1) 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 12 lines*.

The County proposes to launch a "Ride TCaT Campaign" that will offer residents living in unincorporated areas within the County attractive opportunities to affordably ride TCaT---including (1) free rides for children 7 to 18; (2) free rides for participants in the Tulare County Community Services Employment Training (CSET) program with a verified identification card; (3) free-ride for voters on election day; (4) subsidized regional T-Passes for Self-Help Enterprises (SHE). TCaT staff will market the "Ride TCaT Campaign," and administer and monitor the Campaign in-house. A tracking system of new riders will be implemented and regularly monitored. Riders will be eligible for the subsidized fare program in several ways---(1) in person by showing an ID with their address in an unincorporated area (including a CSET ID); (2) by completing an on-line form with their rider information and providing an address to be verified that it is within an unincorporated area; and (3) showing the driver a student ID with a valid free-ride sticker. TCaT will coordinate the sale of T-Passes with a subsidy up to \$5,000. TCaT will outreach to Tulare County social service agencies, governmental and educational institutions, and other agencies, businesses, and potential new riders to market the new "Ride TCaT Campaign."

2) Project Planning - Explain the planning process this project went through and how it was designed/Planned to avoid substantial burden on any low income disadvantage community (*include any public outreach/input, or workshops*). *No More than 12 lines*.

Transit agencies within Tulare County collectively are striving to implement affordable transit service. One means is by cooperatively offering the T-Pass, a regional pass that simplifies payment methods and provides for seamless trips. TCaT staff actively participates in the TCAG Transit Forum meetings to further discuss ways to help agencies optimize affordable, accessible transit that could include subsidized fares as well as free ride days/weeks. As a result, TCaT staff initiated efforts to evaluate the advantages and disadvantages of offering free rides for children, for the Tulare County CSET program, Self-Help Enterprises, and for voters. These efforts were further coordinated with key agencies. TCaT also has experience in offering transit subsidies through its LCTOP 16/17 fare subsidy program.

3) Project Costs - Describe how the project costs were developed and provide an itemized cost breakdown. *No more than 10 lines*.

Total project costs for 19/20 LCTOP funds are projected at approximately \$69,438.

Agency Information

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

The project will not impact TCaT's fare structure. TCaT's one-way fixed-route fare is \$2.00. Seniors 65 years and older, disabled and military riders pay \$1.00 while Medicare riders pay \$1.00 between 9:00am to 3:00pm. The first two children (under six years old) ride free while each additional child pays \$2.00. T-Pass, a regional monthly pass, sells for \$50.00 for unlimited rides on fixed route systems throughout the County. TCaT also provides a 10-ride punch pass for \$17.00.

5) Agency Service Area - Describe the agency's service area including the city, town, or community (rural, suburban, urban & demographics). *No more than 10 lines.*

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 areas. TCaT provides fixed route service to the general public on nine routes; 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.

6) Agency Service - Describe the transit service provided and how the project plays into the overall operations. *No more than 10 lines.*

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 "Ride TCaT Campaign" will allow the County to enhance attract more riders by offering affordable, seamless service.

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 "Ride TCaT Campaign" will offer free and subsidized rides to County riders needing to access origins and destinations throughout Tulare County. This campaign will result in reduced VMT and greenhouse gas emissions by replacing vehicle trips with transit trips. TCaT estimates an annual ridership increase of two percent or 5,501 riders. Assuming a 21.83-mile one-way auto trip, this will result in a projected annual VMT and greenhouse gas reduction of 85,263 vehicle miles and 37 (MTCO_{2e}), respectively.

Greenhouse Gas Reductions - Please provide quantitative information requested below and explanations supporting the data provided.

	Value	Explanation
Year 1 (Yr1) - First year of service, or year that capital improvements will be completed.	2021	
Year F (YrF) - Final year that the service is funded or the final year of the capital improvements useful life.	2022	
Project Yr1 Ridership - Estimated annual ridership contributed by the new service or capital improvement in Yr1.	5,501	Additional annual ridership (2% increase) attributable to project.
Project F Yr. Ridership - Estimated annual ridership contributed by the new service or capital improvement in YrF.	5,501	Final year annual ridership attributable to project.
Adjustment (A) - Adjustment factor to account for Choice Riders. You may use defaults values listed on pg.16 in the read me.	0.71	Default value used (p. 16. LCTOP Read Me)
Trip Length (L) - Length (miles) of average auto trip reduced or average passenger trip length (miles). You may use defaults values listed in the read me.	21.83	Default value used (p. 16. LCTOP Read Me)
Project Useful Life	1	This is calculated based on the values above.
Total Project Ridership Increased	5,501	This is calculated based on the values above.
Total Project VMTs Reduced	85,263	This number is calculated based on the values above.
Total Project GHG Emission Reductions (MTCO_{2e})	37.45	This number is calculated based on the values from above and the QM-Tool tab.
LCTOP Project GHG Emission Reductions (MTCO_{2e})	37.45203	This number is calculated based on the values from above and the QM-Tool tab.

Project Benefits

Job Support Benefits (*Refer to Read Me for more information or CARB Co-Benefits website*)

Primary Project Activity (<i>select from drop down</i>)	Transit subsidies
% of Project Budget Associated with Primary Activity	100%
Other Project Activity (<i>select from drop down</i>)	
% of Project Budget Associated with Other Activity	
Other Project Activity (<i>select from drop down</i>)	
% of Project Budget Associated with Other Activity	

Travel Cost Savings Benefits

	Value	Explanation
Standard Fare Cost for Project (\$/Trip) <i>(Average fare associated with the project)</i>	NA	
Reduced Fare Cost (\$/Trip) <i>(Average fare after reduction associated with the project)</i>	NA	
Transit Facility Parking Cost (\$/Trip) <i>(Average cost to park to use transit associated with project)</i>	NA	
Avoided Parking Cost (\$/Trip) <i>(Average avoided parking cost associate with project)</i>	NA	
Avoided Toll Cost (\$/Trip) <i>(Average avoided toll cost associated with project)</i>	NA	

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

With free and reduced fares, this project will attract new and more frequent rides on TCaT. As riders become more familiar with using the system, riders will be more comfortable with TCaT's service and will be more inclined to ride more frequently. The affordability factor will make TCaT a much more attractive transportation option.

Co-Benefits - Check all additional Benefits/Outcomes.

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

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

The proposed "Ride TCaT Campaign" will promote greater coordination with educational institutions in Tulare County including colleges and schools providing kindergarten through 12th grade educations.

Priority Populations Benefits

Does your Agency's Service Area have a Disadvantaged Community? (as defined by SB 535)	Yes
Is the project located within the boundaries of a disadvantaged community census tract?	Yes
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?	Yes
Priority Population Community Engagement: Identify the specific assessment for the Community Engagement Co-benefit (High, Medium, Low): <i>*See Read Me pg 23 for more information</i>	High

Please provide the amount of FY 19-20 LCTOP Funds benefiting Priority Populations: <i>(Total should not exceed total FY 19-20 LCTOP project funding)</i>	
Amount funds to benefit a DAC: \$	69,438
Amount funds to benefit Low-Income Households & Residents: \$	34,719
Amount funds to benefit Low-Income Households or Resident within 1/2 mile of a DAC: \$	34,719

Priority Population Community Need: Select the method your agency used for identifying an important community or household need. <i>(For more information please review Read Me):</i>	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;
Priority Population Community Need: Identify the specific Common Needs of Priority Populations <i>(if you select letter D. in question above):</i>	

Priority Populations Community Need: Based on selection above, describe, in your own words the method your agency used to identified an important community need(s), including the levels of community engagement.

The County anticipates that DACs within the TCaT service area will directly benefit from this project by providing transit incentives to residents with a physical address in a DAC. This will result in greater mobility with a clean transportation option. TCaT will introduce attractive, affordable, and free/reduced fares to DAC users. Further, subsidized passes will improve transit connectivity by allowing riders from DAC areas to seamlessly transfer to other systems within Tulare County, including Visalia Transit, Porterville Transit, and Tulare InterModal Express. The sale of TCaT subsidized fare media will be limited to those residing in County unincorporated areas. Monitoring of usage will be undertaken through in-house County procedures to validate usage and ensure compliance.

Priority Population Benefit: Select the benefit your project provides to the community or household.	B. Project provides transit incentives to residents of a disadvantaged or low-income community or a low-income household (e.g., transit vouchers, reduced transit fares, transit passes);
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Allocation Request

Priority Population Benefit: DAC Benefit - Based on the selection above, 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 free/reduced fares offering transit services that are affordable, user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

Priority Population Benefit: Low-Income Community or Low-Income Household Benefit - Based on selection above 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 free/reduced fares offering transit services that are affordable, user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

Priority Population Benefit: Low-Income Community or Low-Income Household within 1/2 a mile of a Disadvantaged Community Benefit - Based on selection above 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 free/reduced fares offering transit services that are affordable, user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

SB 1119 Project Criteria: *See Read Me for more information.*

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
Is the project a new or expanded transit service that connects with transit service serving a disadvantaged communities?	No

SB 1119 Project Criteria: Explain how your new or expanded transit service connects to transit service serving a Disadvantaged Community.

Attachment C
LCTOP Allocation Request
for ITS Enhancements

Lead Agency Information

Name:	Tulare County Area Transit (TCaT)		
Address:	5961 S. Mooney Blvd.		
City, State Zip Code:	Visalia, CA 93277		
County:	Tulare County		
Regional Entity:	Tulare County Association of Governments		
Agency Website:	www.ridetcat.org		
Approved Title VI (Date):	1/2/2018		
Link to Agency's Approved Title VI Plan:	www.ridetcat.org		

Allocation Request Prepared by	
Name:	Teresa Ortega
Title:	Transit Technician
Phone #:	559-624-7084
E-mail:	tortega@co.tulare.ca.us

Contact (if different then "Prepared by")	
Name:	Ross Miller
Title:	Chief Engineer
Phone #:	559-624-7000
E-mail:	rmiller@co.tulare.ca.us

Authorized Agent	
Name:	Reed Schenke P.E
Title:	Director
Phone #:	559-624-7000
E-mail:	rschenke@co.tulare.ca.us

Legislative District Numbers						
Assembly*:	23	26				
Senate*:	14	16				
Congressional*:	21	22	23			

*if you have more Districts, please provide an attachment

Project Summary

Name: <i>No more than 180 characters.</i>	System-Wide ITS Enhancements (i.e., Genfare Fast Fare technology and Bus Stop Enhancements/Solar Lighting)					
Description (Short): <i>No more than 370 characters.</i>	This project represents a phase of ITS enhancements being undertaken by the County including to enhance fare payment media for riders and for increased safety of riders with the installation of solar bus stop lighting.					
Type:	Capital					
Sub-Type	Purchase, construct, and/or install transit-related amenities or infrastructure to encourage					
Total Years of Rollover:	0			Remaining years of Rollover:	0	
Start date (anticipated) :	01/20/21			End date (anticipated) :	12/31/21	
General Area (City/County) :	Tulare County					
<u>Please provide specific area information for the project in the Lat-Lon tab.</u>						
Identify the Project Census Tract(s) (10-digit identification code):	See attached map and SB 535 list.					
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:	10 Years			Operations:		
Funding:	99313:	\$235,875	99314:	\$0	Total:	\$235,875
Approved LONP:				LONP Approval date:		

Funding Information

<i>LCTOP Allocation Year</i>	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	Total
PUC 99313 Amount:		\$235,875					\$235,875
PUC 99314 Amount:		\$0					\$0
Total LCTOP Funds:	\$0	\$235,875	\$0	\$0	\$0	\$0	\$235,875
Other GGR Funds:							\$0
Other Funds:							\$0
Total Project Cost:	\$0	\$235,875	\$0	\$0	\$0	\$0	\$235,875

Lead Agency:	Tulare County Area Transit (TCaT)	Amount:	PUC Funds Type:
Contact Person:	Ross Miller		99313
Contact Phone #:	559-624-7000	\$0	99314
Contact E-mail:	rmiller@co.tulare.ca.us		

Contributing Sponsor:	Tulare County Association of Governments	Amount:	PUC Funds Type:
Contact Person:	Elizabeth Forte	\$235,875	99313
Contact Phone #:	559-623-0466		99314
Contact E-mails:	eforte@tularecog.org		

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

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

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

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

Total FY 19-20 LCTOP Funding	\$235,875
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Supplanting Funds - 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.

Fully Funded Project - Provide a description of the status of all the funds to be used to completely fund this project.
 The County proposes to use \$235,875 in LCTOP funds for the project.

LCTOP FY 2019-2020

Allocation Request

Funding Plan

Proposed Total Project Cost								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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	\$235,875	\$0	\$0	\$0	\$0	\$0	\$235,875
Operations/Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
TOTAL	\$0	\$235,875	\$0	\$0	\$0	\$0	\$0	\$235,875

Low Carbon Transit Operations Program (LCTOP)								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	Total
PA&ED								\$0
PS&E								\$0
R/W								\$0
CON								\$0
Veh/Equip Purchase		\$235,875						\$235,875
Operations/Other								\$0
TOTAL	\$0	\$235,875	\$0	\$0	\$0	\$0	\$0	\$235,875

Funding Source:								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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

LCTOP FY 2019-2020

Allocation Request
Funding Plan

Funding Source:								
Component	Prior	FY 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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 19-20	FY 20-21	FY 21-22	FY 22-23	FY 23-24	FY 24-25	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

Project Information

1) 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 12 lines*.

Tulare County Area Transit (TCAT) is proposing installation of two primary ITS projects: (1) on-board electronic fare collection technology such as Genfare's "Fast Fare," and (2) bus and bus stop enhancements and amenities, including improved signage with real time information at major transit stops. A new user-friendly smartcard and e-reader system will merge TCaT's current payment technologies for traditional fares, like bills and change, with the option to accept electronic fare media. The intent is to find a product has a slim design features with a minimal footprint and maximum functionality, including integrating fare media, data tracking, reporting, and security. This system will enable TCaT to cost-effectively augment its current manual farebox system without having to install validating fareboxes, which present several challenges for the TCaT fleet. Further, the County will prioritize finding a system that is compatible with the systems installed by neighboring transit agencies. The bus and bus stop enhancements and amenities will be primarily the installation of solar information signage designed to upgrade safety and passenger information at some of TCaT's larger bus stop sites.

2) Project Planning - Explain the planning process this project went through and how it was designed/Planned to avoid substantial burden on any low income disadvantage community (*include any public outreach/input, or workshops*). *No More than 12 lines*.

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 optimize compatibility between transit operators. As a result, TCaT staff initiated efforts to evaluate the advantages and disadvantages of on-board bus and bus stop enhancements and amenities compatible with others in the region. Staff has been meeting regularly with the Cities of Visalia, Tulare and Porterville to learn about their system enhancements, including operational benefits, challenges and overall costs. TCaT management subsequently included needed components in its budgeting and grant process.

3) Project Costs - Describe how the project costs were developed and provide an itemized cost breakdown. *No more than 10 lines*.

Total project costs for 19/20 LCTOP funds are projected at approximately \$235,875.

Agency Information

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

The project will not impact TCaT's fare structure. TCaT's one-way fixed-route fare is \$2.00. Seniors 65 years and older, disabled and military riders pay \$1.00 while Medicare riders pay \$1.00 between 9:00am to 3:00pm. The first two children (under six years old) ride free while each additional child pays \$2.00. T-Pass, a regional monthly pass, sells for \$50.00 for unlimited rides on fixed route systems throughout the County. TCaT also provides a 10-ride punch pass for \$17.00.

5) Agency Service Area - Describe the agency's service area including the city, town, or community (rural, suburban, urban & demographics). *No more than 10 lines.*

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 areas. TCaT provides fixed route service to the general public on nine routes; 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.

6) Agency Service - Describe the transit service provided and how the project plays into the overall operations. *No more than 10 lines.*

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. Both proposed projects--Fast Fare and bus and bus stop enhancements and amenities such as solar lighting will allow the County to enhance its operations and generate and attract more riders by facilitating fare payments and increasing rider security.

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.*

Proposed ITS improvement proposed by this project will offer increased and seamless fare payment options and other on-board improvements resulting in accessible 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 total ridership increase of 27,508 riders at the final year. Assuming a 21.83 length of average trip, this will result in a projected annual VMT and greenhouse gas reduction of 423,328 miles and 165 (MTCO_{2e}), respectively.

Greenhouse Gas Reductions - Please provide quantitative information requested below and explanations supporting the data provided.

	Value	Explanation
Year 1 (Yr1) - First year of service, or year that capital improvements will be completed.	2021	
Year F (YrF) - Final year that the service is funded or the final year of the capital improvements useful life.	2031	
Project Yr1 Ridership - Estimated annual ridership contributed by the new service or capital improvement in Yr1.	2,751	Additional annual ridership (1% increase) attributable to project.
Project F Yr. Ridership - Estimated annual ridership contributed by the new service or capital improvement in YrF.	2,751	Final year annual ridership attributable to project.
Adjustment (A) - Adjustment factor to account for Choice Riders. You may use defaults values listed on pg.16 in the read me.	0.71	Default value used (p. 16. LCTOP Read Me)
Trip Length (L) - Length (miles) of average auto trip reduced or average passenger trip length (miles). You may use defaults values listed in the read me.	21.83	Default value used (p. 16. LCTOP Read Me)
Project Useful Life	10	This is calculated based on the values above.
Total Project Ridership Increased	27,508	This is calculated based on the values above.
Total Project VMTs Reduced	423,348	This number is calculated based on the values above.
Total Project GHG Emission Reductions (MTCO_{2e})	165.23	This number is calculated based on the values from above and the QM-Tool tab.
LCTOP Project GHG Emission Reductions (MTCO_{2e})	165.22541	This number is calculated based on the values from above and the QM-Tool tab.

Project Benefits

Job Support Benefits (*Refer to Read Me for more information or CARB Co-Benefits website*)

Primary Project Activity (<i>select from drop down</i>)	Procurement of fare collection or integration equipment
% of Project Budget Associated with Primary Activity	72%
Other Project Activity (<i>select from drop down</i>)	Procurement of solar photovoltaic equipment
% of Project Budget Associated with Other Activity	28%
Other Project Activity (<i>select from drop down</i>)	
% of Project Budget Associated with Other Activity	

Travel Cost Savings Benefits

	Value	Explanation
Standard Fare Cost for Project (\$/Trip) <i>(Average fare associated with the project)</i>	NA	
Reduced Fare Cost (\$/Trip) <i>(Average fare after reduction associated with the project)</i>	NA	
Transit Facility Parking Cost (\$/Trip) <i>(Average cost to park to use transit associated with project)</i>	NA	
Avoided Parking Cost (\$/Trip) <i>(Average avoided parking cost associate with project)</i>	NA	
Avoided Toll Cost (\$/Trip) <i>(Average avoided toll cost associated with project)</i>	NA	

Transit Mode Share: 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 ridership will increase two percent or by 5,501 riders annually. Assuming a 20-mile one-way auto trip, this will result in a projected annual VMT and greenhouse gas reduction of 913,179 miles. The project will benefit DACs by offering more fare payment options and user-friendly payment methods that promote increased 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 Fast Fare and bus stop 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 and increased safety and security.

Co-Benefits - Check all additional Benefits/Outcomes.

- | | |
|---|---|
| <input checked="" type="checkbox"/> Improved Safety | <input checked="" type="checkbox"/> Coordination with Educational Institution |
| <input type="checkbox"/> Improved Public Health | <input checked="" type="checkbox"/> College <input checked="" 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 |

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

These projects will provide a seamless connection to the surrounding cities of Dinuba, Tulare, Porterville, and Visalia. This project will also encourage additional trips by local college students through increased safety. The enhancements will promote active transportation by walking and encourage bicycling with bike racks provided on-board TCaT buses. These enhancements will also help the rider experience by allowing for improved system safety and reliability and inter-system coordination.

Priority Populations Benefits

Does your Agency's Service Area have a Disadvantaged Community? (as defined by SB 535)	Yes
Is the project located within the boundaries of a disadvantaged community census tract?	Yes
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?	Yes
Priority Population Community Engagement: Identify the specific assessment for the Community Engagement Co-benefit (High, Medium, Low): <i>*See Read Me pg 23 for more information</i>	High

Please provide the amount of FY 19-20 LCTOP Funds benefiting Priority Populations: <i>(Total should not exceed total FY 19-20 LCTOP project funding)</i>	
Amount funds to benefit a DAC: \$	235,875
Amount funds to benefit Low-Income Households & Residents: \$	117,938
Amount funds to benefit Low-Income Households or Resident within 1/2 mile of a DAC: \$	117,938

Priority Population Community Need: Select the method your agency used for identifying an important community or household need. <i>(For more information please review Read Me):</i>	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;
Priority Population Community Need: Identify the specific Common Needs of Priority Populations <i>(if you select letter D. in question above):</i>	

Priority Populations Community Need: Based on selection above, describe, in your own words the method your agency used to identified an important community 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.

Priority Population Benefit: Select the benefit your project provides to the community or household.	I. Project improves transit stations or stops within a disadvantaged or low-income community to increase safety and comfort (e.g. lights, shelters, benches).
---	---

Priority Population Benefit: DAC Benefit - Based on the selection above, 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 bus stop enhancements that are user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

Priority Population Benefit: Low-Income Community or Low-Income Household Benefit - Based on selection above 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 bus stop enhancements that are user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

Priority Population Benefit: Low-Income Community or Low-Income Household within 1/2 a mile of a Disadvantaged Community Benefit - Based on selection above 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 bus stop enhancements that are user-friendly and easily accessible. These improvements promote greater understanding and ease of use of TCaT as a more convenient and safe 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.

SB 1119 Project Criteria: *See Read Me for more information.*

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
Is the project a new or expanded transit service that connects with transit service serving a disadvantaged communities?	No

SB 1119 Project Criteria: Explain how your new or expanded transit service connects to transit service serving a Disadvantaged Community.

Attachment D
LCTOP Certificates and
Assurances



FY 2019-2020 LCTOP Certifications and Assurances

Lead Agency: Tulare County Area Transit

Project Title: ITS Enhancements and Fare Subsidy Campaign

Prepared by: Teresa Ortega, Transit Technician

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).



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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 Close Out 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.
 - e. Jobs Reporting as defined by CARB Funding Guidelines.
2. Other Reporting Requirements: CARB develops and revises 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



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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 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



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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.

Pete Vander Poel

(Print Authorized Agent)

Chair, Board of Supervisors

(Title)

(Signature)

(Date)



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Allocation

Lead Agency:	Tulare County Area Transit
Project Title:	ITS Enhancements and Fare Subsidy Campaign
Regional Entity:	Tulare County Association of Governments
County:	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.

Authorized Agent:	Reed Schenke, P.E
Title:	Director
Lead Agency:	County of Tulare

Signature:	
PUC Funds Type:	99313 \$ 292,528
PUC Funds Type:	99314 \$ 12,785

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:	Elizabeth Forte
Title:	Principal Regional Planner
Lead Agency:	Tulare County Association of Governments

Signature:	
PUC Funds Type:	99313 \$ 305,313
PUC Funds Type:	99314 \$ Amount of 99314 Funds

Attachment E
LCTOP Authorized Agent
Form



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Authorized Agent

AS THE Chair 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.

Chair, Board of Supervisors OR
(Name and Title of Authorized Agent)

Director, Resource Management Agency OR
(Name and Title of Authorized Agent)

Associate Director, Resource Management Agency OR
(Name and Title of Authorized Agent)

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

Pete Vander Poel Chair, Board of Supervisors
(Print Name) (Title)

(Signature)

Approved this Choose an item. day of Choose an item., Click